



Montgomery County Government

REQUEST FOR QUALIFICATIONS AND DEVELOPMENT PROPOSALS

FOR

2nd DISTRICT POLICE STATION SITE

7359 WISCONSIN AVENUE

BETHESDA, MARYLAND



ISSUED BY:

**MONTGOMERY COUNTY GOVERNMENT
DEPARTMENT OF GENERAL SERVICES
101 MONROE STREET, 9TH FLOOR
ROCKVILLE, MARYLAND 20850**

RESPONSES DUE BY: APRIL 8, 2013, 4:00 PM

**MONTGOMERY COUNTY GOVERNMENT
ISIAH LEGGETT, COUNTY EXECUTIVE**



Montgomery County Government

2ND DISTRICT POLICE STATION SITE

REQUEST FOR QUALIFICATIONS AND DEVELOPMENT PROPOSALS

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I. Overview

Montgomery County, Maryland through its Department of General Services, (“County”) is requesting proposals for the development of a key parcel located at 7359 Wisconsin Avenue in downtown Bethesda, Maryland. This County-owned property is currently improved by the 21,400 square foot 2nd District Police Station (“Station”) and an adjacent parking lot (collectively, the “Site”). The Station serves the Bethesda-Chevy Chase area and portions of Potomac and Silver Spring. Built more than 50 years ago, program and staffing needs and major building repairs dictate its replacement. The County seeks creative, feasible proposals for transforming the Site into its highest and best use and creating opportunities to provide for a new Station in Bethesda’s Central Business District (“CBD”).

II. Objectives

The County is seeking development proposals (“Proposals”) for the Site that will achieve the following objectives:

Provide a new Station in Bethesda’s CBD that meets the County’s design standards including LEED Silver certification and is compliant with the County’s Program of Requirements. Proposals must provide for a new Station to be built on a site in the Bethesda CBD either owned or controlled by the Proposer. The County will be provided fee simple title to both the land and improvements once the new Station is completed. The Program of Requirements for the new Station is included as an attachment.

In exchange for the development of a new Station on an alternate site within the CBD, the County will provide fee simple title to the Site to the Proposer. The proposed development of the existing Site must be of a quality consistent with the high quality of projects built or under development in the CBD of Bethesda.

III. Site Location and Description

The Site is located at 7359 Wisconsin Avenue, at the southeast corner of the intersection of Wisconsin (MD 355) and Montgomery Avenues in downtown Bethesda and benefits from frontage on both of these streets. The Site is comprised of portions of three lots (Lots 7, 8 and 9) totaling approximately 21,000 square feet in area. The Site is currently improved by the Montgomery County Police Department’s 2nd District Police Station. A site map is included under Exhibit B to this RFQADP.

The Site has immediate access to East-West Highway (MD 410) and close proximity to the Washington Capital Beltway (I-495). The Site is conveniently accessible to public transit. The Washington Metropolitan Area Transit Authority’s (“WMATA”) Bethesda Rail Station (Red Line) is located approximately 100 yards south of the Site, and both the County and WMATA operate bus routes along Wisconsin Avenue, Montgomery Avenue and East-West Highway.

The Site is located in the Bethesda CBD and the Bethesda Parking Lot District and benefits from the services of the Bethesda Urban Partnership.

View of Property (looking East from Wisconsin Avenue)



IV. Zoning

The Site is zoned CBD-2 with a FAR of 2.0 under the Standard Method of Development and up to 5.0 under the Optional Method of Development. It is located in the Metro Core District (“Core”) in the center of downtown Bethesda. While the Core is principally comprised of office and retail uses, mixed-use residential/retail developments have recently been built in the Core.

The Bethesda CBD Sector Plan recommends optional method development for employment uses on most CBD-2 sites at 4.0 FAR. Optional method residential or hotel use allows up to 5.0 FAR. Any development on the Site would be governed by the Bethesda CBD Sector Plan. Proposers are encouraged to familiarize themselves with this Sector Plan to determine optimal use of the Site in conformance to local land uses. To view the Sector Plan online, please visit:

http://www.montgomeryplanning.org/community/plan_areas/bethesda_chevy_chase/master_plans/bethesda_cc_cbd/bethcbd_toc.shtml

V. Submission Requirements

All Proposals must provide a thoughtful development concept and explanation of key factors and milestones for its successful implementation. The County reserves the right to request additional information during the RFQADP review period.

FAILURE OF A PROPOSER TO SUBMIT ALL REQUIRED INFORMATION MAY RENDER THE PROPOSAL INCOMPLETE AND INELIGIBLE FOR FURTHER CONSIDERATION.

The Proposal must include the following elements:

1. Cover: The cover should contain the RFQADP title, the Proposer's name and the submission date.
2. Transmittal Letter: The transmittal letter should not exceed two pages and should contain:
 - A. The name, title and contact information of the individual with authority to bind the Proposer. This person should also sign the transmittal letter.
 - B. The address and legal form of the Proposer. If a joint venture is involved, provide the above information for all participating firms.
 - C. Statement acknowledging receipt of each addendum that the County may issue to the RFQADP.
 - D. Statement that, if selected, the Proposer will negotiate in good faith with the County.

The transmittal letter must also include a statement that the firm is not in arrears in the payment of any obligation due and owing to the State of Maryland or Montgomery County, including tax payments and employee benefits, and that it shall not become so during the term of the agreement if selected; a statement that the Proposal is valid for a minimum of 120 days from the date of submission.

3. Statement of Qualifications:

- A. *Background Information*: A description of the Proposer, including organizational structure, identification of principals, and length of time in business. If the Proposer is a joint venture, information for each entity should be furnished, as well as an explanation as to why a joint venture is the preferred arrangement for the proposed development project. Legal documentation of the JV must be provided.

- B. *Financial Capability:* A description of the Proposer's financial capability to complete the project including, with examples, typical financing mechanisms the Proposer has used on similar projects. This section should provide evidence of the Proposer's ability to obtain sufficient financing for the project. Under separate cover and marked "Confidential" the Lead Developer and if applicable, any member of the joint venture having an equity stake of 20% or greater in the business entity to be formed for this proposal, must provide current Interim statements and audited annual financial statements for their respective firm's last three fiscal years. Developers with an equity interest of less than 20 %, or having no equity stake at all, must provide current Interim and Review statements for their respective firm's last three fiscal years. An appropriately authorized officer/managing member of each firm providing financial information should certify that their respective statements present an accurate representation of that firm's financial condition as of the date of the statements.
 - C. *Project Experience:* Description of the Proposer's experience with similar developments. This information should clearly describe the size, scope and financial structures of those projects, where located and when completed. For projects not yet complete, the Proposer should include the anticipated completion date. Additionally, provide references and contact information -name, telephone number and email address -for each project described.
 - D. *References:* Provide the names, phone numbers and email addresses of at least three commercial or institutional credit references for the Proposer and, if applicable any member of the proposed joint venture. Include a letter to each of the credit references, authorizing them to respond to inquiries from the County.
4. Project Vision: This section should describe the Proposer's vision for the project and how this vision meets the County's objectives. This vision should identify the following:
- A. Milestones necessary to implement the vision (pre-development, land use approvals, etc);
 - B. Concept plan that illustrates the proposed development plan for each site, and other characteristics of the development, including building height and density;
 - C. Project budget must include cost, revenue and inflation assumptions, as follows:

- Pre-development costs;
- Soft and hard costs, including cost to build the new Station;
- Infrastructure costs; and
- Any cash flows to the Proposer and the County

Any assumptions/projections regarding stabilized rents or when stabilized rents will be achieved should be specified. Estimates of the project's asset value to the Proposer and to the County should be included. In addition to providing a hard copy of the budget, the Proposal should include in Excel format on a CD-ROM.

- D. A proposed ownership structure; and
- E. A statement of whether the proposed development is contingent on any County or State government action (e.g., regulation changes, public funding-grants, loans), etc. and a listing of these contingencies.

2. Electronic Files: One copy of the entire Proposal shall be submitted in PDF format on a CD-ROM as one single file

VI. Evaluation Criteria

Upon receipt of the Proposals, the County's Qualification and Selection Committee ("QSC") will review and evaluate the Proposals in accordance with the criteria listed below. Interviews may be conducted with development teams. Decisions and recommendations by the QSC will be consensus-based.

The County's goal is to select the best Proposal from the most qualified Proposer that meets the County's objectives for this key site. The following evaluation criteria will help the County achieve its objectives for the Site:

- | | | |
|----|---|-------------------|
| 1. | Meeting the County's objectives for the Site: | 50 points |
| 2. | Expertise and financial capacity to implement the vision: | 30 points |
| 3. | Overall vision and quality of the proposed development: | 10 points |
| 4. | Proposed timeframe for completion of the development: | <u>10 points</u> |
| | | Total: 100 points |

VII. Administration of the RFQADP

Proposals are due by **4:00 pm on April 8, 2013**. If a Memorandum of Understanding or other form of agreement acceptable to the County cannot be successfully negotiated with the top-ranked Proposer, the County may proceed to negotiate with the Proposer that submitted the next highest ranked Proposal. Alternatively, and in the County's discretion, until an initial letter of intent or memorandum of understanding is entered into, the County may elect to negotiate with more than one Proposer at a time.

Any amendments to the RFQADP will be posted on the Department of General Services' website, which can be located through the County's website at <http://www6.montgomerycountymd.gov/mcgtmpl.asp?url=/content/dgs/index.asp>

The County expects the RFQADP to meet the following schedule, but reserves the right to amend this schedule or, in its sole discretion, to cancel the solicitation at any time.

RFQADP Release	February 15, 2013
Site Tour/Pre-Submission Meeting	March 8, 2013 at 1:00 P.M. (<i>Optional</i>)
Deadline for Questions	March 23, 2013 at 4:00 P.M.
Proposals Due	April 8, 2013 at 4:00 P.M.

VIII. Submittal Instructions

All Proposals shall include one original and seven (7) copies in 8½" by 11" format with no smaller than 11-point font; not exceed 25 pages, not including credit references, Letters of Intent ("LOIs"), Memoranda of Understanding ("MOUs"), renderings, excel-based worksheets/models, tables, charts, etc. Submissions must be bound and sealed, and must be mailed or delivered to:

Greg Ossont, Deputy Director
Department of General Services
101 Monroe Avenue, 9th Floor
Rockville, MD 20850

The envelope must state "RFQADP – 2nd District Police Station Site." Written Proposals will be evaluated upon only what is submitted. It is incumbent upon the Proposer to submit sufficient information to enable the County to fully evaluate the Proposer's capabilities and experience. Proposals to this RFQADP received after the date and time specified are considered late and may not be considered. The County will not accept fax Proposals or Proposals sent via e-mail. Unless requested by the County, additional information cannot be submitted by the Proposer after the deadline set for receipt of Proposals. Proposer will be notified in writing of any change in the specifications contained in this RFQADP.

Prior to the time and date designated for receipt of Proposals, Proposals submitted early may be modified or withdrawn only by notice to the County receiving Proposals at the place and prior to the time designated for receipt of Proposals.

Timely modifications or withdrawals of a Proposal must be in writing and must be received by the County on or before the date and time set for receipt of Proposals.

Withdrawn Proposals may be resubmitted up to the time designated for the receipt of Proposals provided that they are then fully in conformance with the RFQADP.

IX. Optional Pre-Submission Conference & Tour

There will be an optional pre-submission tour and conference on March 8, 2013 at the Site. A tour of the Site will begin at 1:00 P.M. followed immediately by a pre-submission meeting. Due to limited space at the Site, the pre-submission meeting will take place immediately following the tour at the Bethesda-Chevy Chase Regional Service Center, 4805 Edgemoor Lane, Bethesda, approximately 2 blocks northwest of the Site. The County will not provide transportation to or from the Site or the pre-submission meeting.

X. Conditions and Limitations

The County reserves the right to reject any or all Proposals submitted in response to this RFQADP, advertise for new Proposals or to accept any Proposal deemed to be in the best interest of the County. A Proposal submitted in response to this RFQADP does not constitute a contract and does not indicate or otherwise reflect a commitment of any kind on behalf of the County. Furthermore, this RFQADP does not represent a commitment or offer by the County to enter into an agreement with a Proposer or to pay any costs incurred in the preparation or submission of a Proposal to this RFQADP. Furthermore, this RFQADP does not commit the County to pay for costs incurred in the negotiation or other work in preparation of, or related to, a final agreement between the selected Proposer and the County.

Any commitment made by the County will be subject to the appropriation of funds by the Montgomery County Council to carry out any such commitments and the execution of a contract acceptable to the County.

Written questions regarding the RFQADP should be directed, via email, to Greg Ossont at 2ndDistrictPoliceStation_RFQADP@montgomerycountymd.gov No verbal questions, outside of the Pre-Submission Meeting, will be accepted.

All questions, and the responses from the County, will be posted on County's website at <http://www.montgomerycountymd.gov/content/DGS/DIR/qna.asp> The Proposals and any information made a part of the Proposals will become a part of the project's official files. The County is not obligated to return the responses to the Responders. This RFQADP and the selected team's response to this RFQADP may, by reference, become a part of any formal agreement between the Responder and the County.

The County reserves the right, in its sole and absolute discretion, to reject any and all Proposals received in response to this RFQADP and to cancel this RFQADP at any time, for any or no reason, prior to entering into a formal contract. The County further reserves the right to request clarification of information provided in Proposals submitted in response to this RFQADP without changing the terms of this RFQADP.

If a Proposer contends that any part of its Proposal is proprietary or confidential and, therefore, is limited to disclosure under the Maryland Public Information Act, Md. Code Ann. State Gov't §§10-611 *et seq.* (the "MPIA"), the Proposer must identify all information that is confidential or proprietary and provide justification for why such materials should not be disclosed by the County under the MPIA. The County, as custodian of Proposals submitted in response to this RFQADP, reserves the right to determine whether or not material deemed proprietary or confidential by the Proposer is, in fact, proprietary or confidential as required by the MPIA, or if the MPIA permits nondisclosure. The County will favor disclosure of all Proposals in response to any request for disclosure made under the MPIA.

Proposers must familiarize themselves with the Site and form their own opinions as to suitability for any proposed development on the Site. The County makes no representations as to the Site. The County assumes no responsibility for site conditions including, but not limited to, environmental and soil conditions on the Site. Proposers are responsible for their own background investigation as to restrictions, if any, bearing upon title, zoning, subdivision, transportation, developability, utilities, and physical conditions at the Site. Soils tests and other invasive tests may not be conducted upon the Site during the RFQADP stage.

Proposers are subject to the provisions of law pertaining to ethics in public contracting including but not limited to the provisions of Montgomery County Code Chapter 11B, Article XII and the applicable provisions of Chapter 19A.

XI. Minority, Female and Disabled Participation

The County encourages contracting and development opportunities with business interests reflecting its diverse population and interests. Therefore, the County encourages Proposers to include where possible meaningful minority, female and disabled ("MFD") participation in the proposed project. This participation could include, but not be limited to, the Proposer teaming with MFD developers, builders and/or subcontractors for the proposed project.

**EXHIBITS
TO
REQUEST FOR QUALIFICATIONS AND DEVELOPMENT PROPOSALS
FOR
2ND DISTRICT POLICE STATION SITE
7359 WISCONSIN AVENUE
BETHESDA, MARYLAND**

Exhibit A

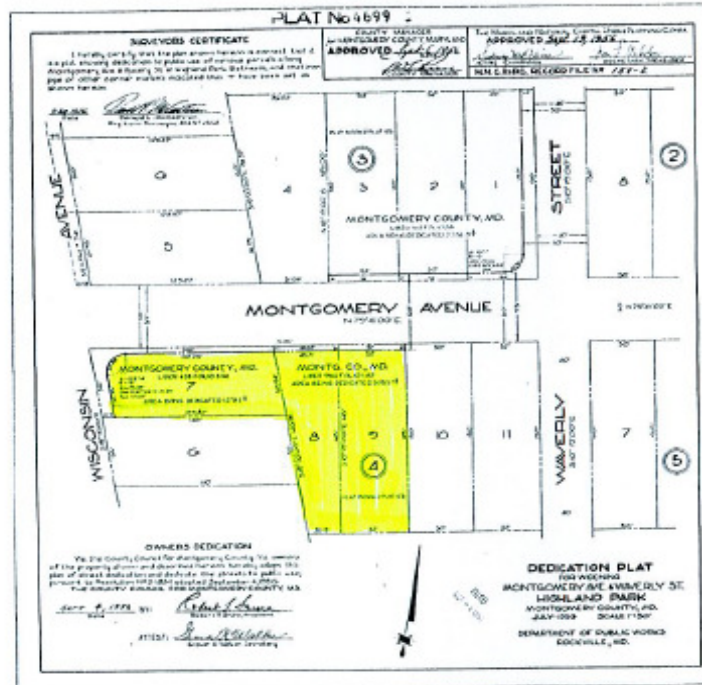
Legal Description of County Land

All that property lying situate in Montgomery County, State of Maryland, acquired by The Board of County Commissioners for Montgomery County by deeds recorded in Liber 956 at Folio 142 and Liber 428 at Folio 204, being also described as follows:

The remainder of Lots numbered Seven (7), Eight (8), and Nine (9), in Block numbered "4" in the subdivision known as "Highland Park" pursuant to Dedication Plat recorded among the Land Records of Montgomery County, Maryland, recorded as Plat No. 4699.

Subject to all easements, rights of way, covenants, conditions or restrictions (if any) affecting lands described hereto above as reflected in the attached plat provided that to the extent of any inconsistencies between the plat and the above legal description that the above legal description shall be controlling.

SITE SURVEY



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PROGRAM OF REQUIREMENTS

FOR

The Second District Police Station

Signature Page

Approved:	_____ Jennifer Hughes, Director Office of Management and Budget	_____ Date
Approved:	_____ David Dise, Director Department of General Services	_____ Date
Approved:	_____ Ernest Lunsford, Chief Division of Building Design and Construction Department of General Services	_____ Date
Approved:	_____ Ken Hartman, Director Bethesda Regional Services Center	_____ Date
Approved:	_____ Ted Bowser, Chief Enterprise Telecommunications Division Department of Technology Services	_____ Date
Approved:	_____ J. Thomas Manger, Chief of Police Montgomery County Department of Police	_____ Date

Sub-Signature Page

Approved:

Don Scheuerman, Jr., Chief
Project Management Section
Division of Building Design and Construction
Department of General Services

Date

Approved:

Joga Majumdar, Chief
Quality Control and Support Services Section
Division of Building Design and Construction
Department of General Services

Date

Approved:

Richard L. Jackson, Chief
Division of Facilities Management
Department of General Services

Date:

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PROGRAM OF REQUIREMENTS

2nd District Police Station

I. INTRODUCTION AND STATEMENT OF NEED

Introduction - The Montgomery County Police Department serves a large, diverse community with multiple Central Business Districts, large agricultural and rural open space, suburban communities and multiple major transportation systems. The County currently is divided into six districts. The Bethesda Police Station serves the Second District, running from the Washington, D.C. line to south of Rockville, and from the Potomac River to the Kensington/Silver Spring boundary.

The Montgomery County Police Department (MCPD) functions under the community policing philosophy, which strives to disperse as many police resources as practical throughout the service area. It also involves having the same staff persons work in the same area at the same time of day (to the extent possible) so that police staff will come to know the area they patrol, and the community will come to recognize local police staff. Community involvement and goodwill are elements which have been cultivated and remain a high priority.

Effective Police management techniques based on crime patterns, population, calls-for-service, and geography and have resulted in a division of the county service area into six separate policing districts:

- 1st Rockville
- 2nd Bethesda
- 3rd Silver Spring 4th Wheaton
- 5th Germantown
- 6th Gaithersburg-Montgomery Village

All calls for police service come in through the central 911 center operated by MCPD and the Montgomery County Department of Fire and Rescue Services (MCDFRS). While these areas are continuously studied and re-balanced based on calls-for-service and trends in the districts, the long term plan for MCPD is to continue to operate six districts into the near future.

The Bethesda District Station (the current facility) was designed and constructed in 1961. The building is a low-rise building of three stories and a basement. The building size is about 21,400 square feet. The land/site where the facility is located is owned by Montgomery County and is 19,453 square feet zoned CBD-2. As now configured, there are only 23 dedicated spaces on the site. Most staff park across the street in the public garage. This building is too small to support the size of the current staff, lacks features needed, requires additional site/building security, and does not meet current ADA compliance guidelines. The current HVAC system is old. It is frequently non-functional; and the lack of cooling in the summer has contributed to a mold problem in the building.

Project Summary

This document focuses on the building elements required by Police staff which should be included in any facility designed to replace the existing Bethesda District Station.

This Program of Requirements (POR) lists the requirements of the station and area requirements. It identifies the basic operational requirements of the station including:

- general building size and operational requirements;
- programmable square foot requirements for each function;
- interdepartmental adjacencies; and
- parking requirements for staff .

Enhancement of Community-Based Policing Programs: All current and future operational plans for the MCPD include the continuation and strengthening of community-based services. The current MCPD District Police Station does not have adequate space to provide the services that would compliment this philosophy of community service delivery. Community policing involves community meetings, community presentations, and programs offered in the Police District Station to communicate with, and educate and inform the public. As shown in this POR the new District Stations will space that will allow Police staff to offer community programs. This space will enhance the district's evolving community-based policing program. It is anticipated that all future police facilities will include public meeting rooms to facilitate police-community relations. New and properly designed facilities will have a positive impact on officer morale and fully optimize other police initiatives such as geographic policing and Public Safety 2000 resources.

General Operational Description: District Stations are the center of police services for each district. They provide the base of support facilities for all District Beat Teams and serve as the "parent facility" for all satellite facilities. The District Station operates 24 hours a day, 7 days a week. As planned, the main lobby of the new station will be accessible to the public 24 hours a day.

This new District Station will include space for the following operations:

- District community outreach programs/general services for the public such as accident reports and finger prints
- District patrol space and locker rooms
- District administrative offices
- Criminal investigations/detective/victim witness area
- Temporary holding space for evidence
- Temporary holding space or arrestees
- Secure outdoor space for police vehicles
- Space for roll-call and report writing
- Space for temporary detention of juveniles
- Space for the motor squad and bike squad
- Outdoor storage for flares, traffic tools (such as cones and safety trailers) and large items of evidence.

Component Facility Descriptions

The Community Policing approach taken by the MCPD is executed using six different facility types in varying numbers throughout the County. The facilities operated by MCPD include:

- Headquarters
- Central Processing Unit
- District Station
- Substation

- Satellite
- Drop-In

An overview of each type of facility is provided below, followed by a more detailed description of the substation, as defined by the Montgomery County Police Facilities Plan.

- **Headquarters - Central Police Management:** Headquarters houses many centralized functions for the department. The lobby and other public areas are secure, and entrance to the internal building is by card access. Police management, the Chief, and the three Assistant Chiefs have offices here, as well as Management and Budget, the Crime Laboratory, Major Crimes, Personnel, Crime Analysis and other operations. Headquarters operates from 8:00 AM to 4:30 PM Monday through Friday for citizen needs. Employees work in several shifts and have access to and use the building on a 24 hour-a-day basis.
- **Central Processing Unit (CPU):** This is the main arrest facility for the County. It operates 24 hours and is inside the Montgomery County Detention Center. Most all District Station adult arrests are processed in this central location. The County Department of Corrections and Rehabilitation operates the CPU. MCPD and other law enforcement agencies in the County use the CPU to process adult arrests.
- **District Station:** District Stations are the central locations for district police activities. Commanded by a Captain, a district station has the capacity to provide the full range of police public access, arrest and detention facilities, investigative offices, and provides storage for evidence. There are also spaces for report writing and meeting rooms.
- **Substation:** A substation can be housed in office space and is subordinate to and supportive of, the operations of a District Station. A substation provides a base of operations for a patrol beat team or some other form of geographic field deployment. No arrest and detainment facilities exist within the substation. A substation provides some public services during the normal working hours but does not provide the same level of services as a District Station, usually due to lack of space or lack of staff. In most cases, a Lieutenant commands the facility and he/she has limited support and/or administrative staff. The facility used is usually leased space but can also be in dedicated County space, and/or collocated with other public services.
- **Satellite:** is a police location, administratively connected to a District Station. A Satellite has limited staffing and limited hours of operation and is based on community need. There are no arrest or detention capabilities in a Satellite. A Satellite is a facility that provides limited police service (both time and function) to a specific beat(s) for reasons such as: high rates of crime, high numbers of calls for service, distance from the District Station or another significant community police need. A specific team of officers (usually less than 12) is assigned to work at this facility: The commander of the facility is a Sergeant. A satellite can be County owned, leased, shared, or donated.
- **Drop-In:** A Drop-In is a police location administratively connected to a District Station that has very limited and sporadic staffing. A Drop-In facility is designed to serve as a contact point or message drop location for a community and a report-writing/telephone center for Police officers. However, as the Police department gains greater access to technology, Drop-In sites may become more useful as remote sites for sending and

receiving reports and information via the Inter-Net. A Drop-In is usually in such a small space that police presence is limited to short periods. The space is almost always in a donated location. Drop-In space includes: a room, a desk, and other small area(s) (i.e.: kitchenette). Its purpose is to encourage police-community liaisons by establishing a workspace for the officer close to his/her assigned patrol area. No staff is assigned to this facility; rather, officers who patrol the area are encouraged to drop-in to conduct one-on-one meetings and perform administrative tasks. No police funds are associated with these facilities. There is no dedicated commander and communications operations are on the channel of the unit's home district, as is command and control.

FACILITY PROGRAM

Design Narrative

The District Station is designed as a central meeting/technology site for patrol and other staff and as a destination for community crime prevention/victim witness activities. The need to modify the station design for these functions is caused partly by the success of the community policing approach being pioneered by MCPD. Due to operational changes some needs historically addressed in a District Station have been adjusted somewhat (also due to the use of satellites and drop-in facilities which may serve as a work location for a portion of District staff.) Therefore, an effort was made to reduce and adjust staff spaces to better fit the needs of employees who are stationed at the District Station site. Some activities such as prisoner holding areas and evidence processing are now mainly centralized. These spaces can not be totally eliminated, but they have been carefully sized to meet anticipated use.

In addition, some trends have resulted in the need to add space, including an increase in the number of patrol officers and support staff. This includes the space identified for the community and victim/witnesses programs. The inclusion of a public meeting room within this facility has been designed to reinforce community interaction by providing a public destination on the police grounds. The Community Policing philosophy exercised by MCPD requires an ongoing review of the issue of decentralization of department resources. As the department continues to improve outreach efforts and create a more accessible presence throughout the community, the new station must be planned with the flexibility to adapt to future changes in its role in the network of county law enforcement facilities. While this arrangement requires a more comprehensive and complex solution to site traffic and building security, the potential benefits of creating the desired comfort level between police and the public are immeasurable. In addition, attention must be paid during the design process to the separation of public and private site access and parking. Where possible, access to the site should be separated between public and staff functions to avoid the chance of injury to site visitors.

Fiber optic data links between the CPU, headquarters, district stations and satellite facilities can provide patrol officers in the field with mobile data units, access to multi-agency shared text, fingerprints, mug shots, criminal records, geographical information, object/vehicle location data and the County Criminal Justice Information System.

Finally, the addition of new equipment such as "tasers" and riot gear and the introduction of supplies needed for terrorist protection add to storage space needs within the District Station. These needs have been addressed with storage inside and outside of the station.

General Building Design Issues

- **911 Calls/Dispatch** will continue to be received and processed at Central Dispatch-Communications Center.
- **Telecommunications/Data:** The minimum standards for telecommunications/data/wiring closets and related infrastructure requirements are outlined in the attached DTS IT Requirements. All areas of the facility must have wireless access. The County has its own FiberNet system which is a County-wide broadband fiber optic network. The County will be responsible for pulling its own fiber. Space in the telecommunications duct bank, conduit to the Main IT closet, power per DTS specifications and space for the FiberNet equipment is to be provided in the new facility.
- **Public Safety Radio Systems Provision:** The project will include provisions for an inside antenna to insure proper coverage inside the building of 800MHz required for the public safety radio system. The radio system provisions include Bi-Directional Amplifiers (BDAs) to amplify or repeat outside radio signals (800MHz) or other signals and to rebroadcast them inside the building. Provisions shall be made on the roof of the facility for supporting antennas. The main panel shall be located within the building's Main Distribution Facility (MDF) closet.
- **Public Address System:** All areas should be provided with a public address system controlled from the Operations Area (this is not noted specifically on each Detailed Room Requirement Sheet). Access to the public address system should through any departmental non public telephone. The fire alarm system must be capable of overriding the public address system.
- **Interview Rooms:** All interrogation rooms should be designed with proper sound attenuation, slab-to-slab walls (for security reasons) and audio-video recording capability. Equipment to be provided by owner.
- **ADA Requirements:** The District Station must comply with all current ADA requirements including the provision of an audio loop in the public meeting room and universal access doors.
- **Security:** The security system for the facility will consist of a card access system throughout the facility; CCTV cameras outside to cover the building perimeter, parking areas, exterior stand alone structures and inside to cover all exits and entrances, secured areas such as the arrestee processing and evidence areas, stairwells, main lobby and public access areas, and internal corridors and other areas as required by specific design conditions; a panic alarm system with blue light strobes for all arrestee areas, operations area, fingerprint area and interview rooms; alarm and motion detection in the evidence storage area; in use lights at interview rooms; remote door activation, intercom and cameras for access as required by specific design condition; fenced or otherwise secured parking with card access by driver side vehicle for employees. Hardware and life safety systems must be closely integrated with the building wide security systems, especially in the detention areas.

- **Exterior Construction**
 - The building is to be constructed of materials and systems proven to endure the passage of time with an expected lifespan of 30 years.
 - Divisions 7 and 8: Provide established manufacturers and approved contractors with established quality control programs, technical support and local representation that can respond to County's desire for highest quality of building envelope and systems. Provide sill flashing and end dams at all fenestration elements.
 - Underslab waterproofing: Provide geotechnical support to determine the need for underslab drainage and waterproofing.
 - Walls:
 - Predominant material: Masonry veneer with cavity wall and masonry back up
 - Accent materials (to be used only 16" above grade)
 - Thermally broken aluminum framed storefront or curtainwall system with fluoropolymer 70% resin finish with 2 year warranty on materials and workmanship and 20 year warranty on finish
 - Insulated metal wall panels: with fluoropolymer 70% resin finish with 2 year warranty on materials and workmanship and 20 year warranty on finish
 - Provide fully engineered and detailed through-wall flashing assemblies consisting of copper fabric and stainless steel drip edge.
 - Provide testing of fenestration elements with a minimum of AAMA 501.2 for storefront systems and AAMA 502.2 for more complex curtainwall assemblies
 - Roofing:
 - Traditional:
 - Insulated 4-ply built up roofing systems with cap sheet are to be utilized on top of steel roof decks with fully adhered vapor barrier
 - If reflective roofing is required, provide insulated fully adhered 80 mil PVC roof membrane system with fully adhered vapor barrier on top of steel roof decks
 - Vegetated: Either hot fluid applied or fully adhered 80 mil PVC over sloped concrete roof decks. No less than 1/4" per foot slope will be allowed for this type of roof only. Vegetated assembly shall have 8" of soil medium in fully planted system (no trays).
 - Glazing:
 - Visibility into the facility from the street and adjacent buildings must be addressed during design
 - Insulated glass units with 10 year warranty against leakage of IGU perimeter seals
 - Glass Properties:
 - Solar Heat Gain Coefficient (SHGC) should be minimized but no more than 0.28.
 - Visible Light Transmittance should be maximized but no less than 54%
 - Winter Nighttime U-Factor: Provide maximum thermal performance with factor value at 0.28 maximum
 - Summer Daytime U-Factor: Provide maximum thermal performance with factor value at 0.27 maximum
 - Doors:
 - Heavy duty automatic sliding doors with breakout for emergency at all primary and secondary entrances – ability to lock down and/or use with controlled access
 - Storefront doors in aluminum frames at public exit doors

- Hollow metal in hollow metal frames at utility spaces
 - Heavy duty insulated roll up doors at vehicular entrances/sally ports
- Hardware:
 - Continuous stainless steel hinges
 - Grade 1 series mortise locksets with curved profile levers that return to face of door
 - Locksets to accept 7-pin small format interchangeable core (SFIC)
 - Cylinder to match Best Cormax keyway
 - 4100 Knox box at primary and secondary fire response entrances
- **Interior Construction**
 - Partitions:
 - Building Standard:
 - CMU: Slab to above ceiling
 - Gypsum Board or Drywall: minimum 22 gauge equivalent studs and runners at no greater than 16" on center with minimum 5/8" gypsum board panels
 - Slab to above ceiling – no insulation
 - Slab to slab – no insulation
 - Slab to slab – with sound attenuation insulation
 - Slab to slab – 2 layers gyp. bd. Each side – with sound attenuation insulation
 - Secure Areas: CMU: Slab to slab
 - Detention: CMU: Slab to slab with vertical steel reinforcing bars with cells grout filled solid
 - Doors and Frames:
 - Building Standard: Stain grade solid core wood door with 42# core thermally fused surfaces in welded painted hollow metal frames.
 - Secure Areas and Back of House Utility Spaces: Insulated painted hollow metal doors in welded painted hollow metal frames
 - Detention: Detention grade sliding door and frame
 - Hardware:
 - Provide wall mounted key cabinet with full capacity plus 50%
 - Provide 5 additional devices of each function/type of locksets, closer and exit devices included on project as attic stock
 - Building Standard:
 - 5 knuckle heavy weight ball bearing hinges
 - Extra heavy duty cylindrical locksets with curved profile levers that return to face of door
 - Locksets to accept 7-pin small format interchangeable core (SFIC)
 - Cylinder to match Best Cormax keyway
 - Electric strikes with storeroom function locksets preferred for electronic access openings
 - Closers to be surface mounted LCN 4040 Series or equal
 - Rim exit devices to be Von Duprin 98/99 Series or equal
 - Secure Areas: Detention grade
 - Detention: Detention grade
 - Glazing: Secure Areas: Provide bullet proof glass rated BR-3 where indicated.
 - Wall Finishes:

- Provide appropriate quantity of attic stock for all materials provided
- Building Standard: High quality latex paint by national manufacturer
- Scrubbable (for Public Areas): High performance coating to withstand greater than 8000 cycles on ASTM D2486 Scrub Test
- Ceramic Tile: Glazed units 5/16" thick minimum of ceramic or porcelain with minimal grout joints. Material to be readily available in the U.S.
- Detention: Epoxy, high performance architectural latex or epoxy modified latex paint.
- Floor Finishes:
 - Provide appropriate quantity of attic stock for all materials provided
 - Carpet: High performance commercial grade carpet tiles no less than 20"x 20" with a Texture Appearance Retention Rating (TARR) of 3.5 or greater for severe traffic and shall pass Carpet and Rug Institutes (CRI) Green Label Plus program testing from a manufacturer that has been producing modular carpet products for a minimum of 15 years. Carpet fiber shall have a cross-section modification ratio no greater than 2.5 and yarn shall be 100% solution dyed and antimicrobial. Secondary backing shall be fiberglass reinforced thermoplastic composite (polyolefin-free). Manufacturer shall provide verification of its registration to the ISO 9001/9002 Quality Management System. Installers shall be trained and certified by the manufacturer, FCIB, IFCI or CRI. Provide 15 year warranty for:
 - Wear – 10% by weight max.
 - Static – not less than 3.0 kV at 70 degrees F and 20% RH
 - Delamination – none
 - Edge ravel – none
 - Dimensional instability – none
 - Mergeability – none for style and color
 - Porcelain Tile: Porcelain units with maximum dimension of 6" in either direction for sloped areas but may be larger format tiles in non-sloped areas to minimize grout joints. Material to be readily available in the US. Provide metal edge strips at material transitions and matching porcelain wall base. Surface of porcelain tile shall be relatively smooth to facilitate cleaning while still adhering to all slip resistance requirements. Resilient Sheet Flooring similar to heavy duty slip resistant homogeneous vinyl sheet flooring without backing installed with heat-welded seams, vinyl welding rods and integral coved base with cap strip may be provided in restrooms and other areas where Porcelain Tile is required upon agreement with County.
 - Resilient: materials shall be highly durable requiring no maintenance other than regular mopping with a wear warranty of no less than 15 years but 20 years preferred. Surface of resilient material shall be relatively smooth to facilitate cleaning while still adhering to all slip resistance requirements.
 - Athletic Rubber: Heavy duty 3/8" thick rubber with wear layer and rubber shock-absorbent layer, vulcanized together not less than 72" wide by longest length that is practical to minimize splicing during installation.
 - Wall Base: To be provided at all areas except where porcelain tile floors are required. Minimum 1/8" thick and 4" high coil stock thermoset vulcanized, solid homogeneous rubber
- Ceilings:
 - Building Standard Suspended Acoustical Tile: 2'x2'x 5/8" (minimum thickness) white mineral fiber panels with square edge and CE pattern

- (perforated, small holes and lightly textured) in 15/16" aluminum T-grid
 - **Upgraded Ceiling System:** Highly durable acoustic suspended ceiling system ranging from 2'x2' mineral fiber panels with beveled tegular edge in narrow face slotted aluminum grid to oversized fabric faced fiberglass panels with concealed suspension systems, or suspended wood or metal acoustic ceiling panel systems. Acoustic suspended ceiling system may be used in conjunction with gypsum board ceiling where appropriate as a secondary material.
 - **Gypsum Board or Drywall:** 5/8" minimum thick painted gypsum board panels on suspended structure
 - **Moisture-resistant, vinyl covered suspended acoustical tile system:** 2'x2' panels.
 - **Detention:** Gypsum board on 3/4" thick fire rated plywood backup with metal lath and plaster finish or similar.
- **Window Treatments:** All exterior windows to be provided with manual roller shades. Specific requirements to be approved by County.
- **Vehicular Sallyport:** A secure vehicular sallyport is required. Depending on design, it is an option that this may be combined within the secured parking.
- **Parking:** The facility requires 75 parking spaces for staff. Parking must be on site in either a structured parking facility or under the new facility. All parking must be secured to prevent access by the public either in vehicles or otherwise. The secure staff entry to the facility will be within this secured parking area. Entrance/exit to staff parking must be controlled by card access placed in such a manner as to require staff only to lower the driver's side window to reach a card reader. Tandem spaces are not allowed. Floor drains are required on each level of underground parking. A minimum clearance of 8 feet is required in all locations. Maximum slopes shall be 5% for parking ramps, with 3% to 4% preferred, and ramps without parking cannot exceed 12%.
- **Police Motorcycles:** Motorcycle patrol officers will use this station and a separate enclosed, secure area for the storage of nine police Harley Davidson motorcycles is required within the secure site area.
- **Bicycles:** A separate enclosed, secure storage space for 15 patrol bicycles is required within the secure site area.
- **Plumbing:** Design domestic hot and cold water, sanitary and storm drainage, and natural gas systems shall meet the requirements of the current adopted edition of all applicable County Plumbing & Gas Codes & Standards, and the *Montgomery County Manual for Planning, Design, and Construction Of Sustainable Buildings*.
- **Heating, Ventilating, and Air Conditioning (HVAC):** HVAC system design, equipment selection and energy conservation shall meet the requirements of the current County adopted edition of ICC International Mechanical Code, ICC International Fuel Gas Code, and ICC International Energy Conservation Code; along with the American Society of Heating, Refrigeration and Air-conditioning Engineers (ASHRAE) Standards, and the *Montgomery County Manual for Planning, Design, and Construction Of Sustainable Buildings*. The major design factors for the mechanical equipment for a Police Station (as a 24/7 facility) are reliability, redundancy, efficiency, and ease of

maintenance. Use an integrated approach that minimizes energy consumption and optimizes life cycle cost. Use a practical combination of site selection and siting, energy conserving building envelope technologies, energy efficient lighting, occupant sensing controls, variable frequency drives for motors and exhaust fans, and high efficiency HVAC systems to achieve this goal. Incorporate renewable energy principles where they are life-cycle-cost effective.

- **LEED Requirements:** The project shall achieve a minimum rating of Silver in compliance with U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) requirements.
- **Electrical Power:** Normal and emergency electrical systems distribution shall be provided throughout and must be based upon the 480-volt or 208-volt, three-phase and four wires, grounded wye configuration. The electrical systems equipment shall be designed with a minimum 20 percent spare amperage capacity and 20 percent spare space capacity to accommodate future electrical loads. Current carrying conductors shall be copper conductor type THHN/THWN with 600 V insulation. Power outlets and equipment power connections shall be provided throughout the facility to serve all proposed equipment, including furnished equipment, and to allow for future reconfiguration of equipment layout. The use of metal-clad, type MC, AC or SO wire is not allowed and all wiring above permanent ceilings or in walls must be in conduit. Feeders and branch circuits may not be exposed and all conductors must be concealed except in mechanical, electrical and storage areas.
- **Emergency Generator:** An emergency generator shall be provided to maintain 100% operations during a power outage with a reserve factor of 20%, and will be equipped with an exerciser and change over. The fuel source must be natural gas. The emergency generator set features and accessories must include engine generator set, radiator, integral base tank, starting & battery charger, remote stop switch, critical muffler, remote annunciator, vibration isolators, outdoor enclosure, and automatic transfer switches etc. The packaged emergency generator design must comply with UL 2200 and NFPA 70. Generator must be listed as "Rainproof" and the County must approve the proposed manufacturer.
- **Lighting:** A fully integrated interior and exterior lighting system shall be provided. The lighting system design throughout the facility shall primarily utilize fluorescent T8 or T5 lamps with electronic ballasts having a total harmonic distortion (THD) of less than 10% with 85 or better CRI. The design shall include high-efficiency lamps & ballasts, photoelectric/daylight (dimming) controls occupancy sensors/timers, exterior poles and luminaires, emergency lighting, exit lights & multi-level switching for individual tasks and for floor areas. Lighting system must be designed to provide an energy efficient system with minimum maintenance. The design must provide for a safe, well lit environment appropriate for a public safety facility at all perimeter areas. Provide daylight sensors in perimeter areas.
- **Fire Alarm System:** A complete, fully addressable fire alarm system with mass notification shall be provided for the entire facility to comply with life safety code requirements. The fire alarm system shall utilize speakers, horns and strobes, pull stations, smoke, heat and duct detectors, sprinkler flow and temper switches, equipment monitoring requirements, elevator recall interface, auxiliary device, etc., throughout

facility. The system must be designed to comply with the local building code, National Fire Protection Association, the Americans with Disabilities Act and life safety code. The fire alarm system must be tied into the County central monitoring system. This connection must include all work (surge suppression devices, conduit and wiring, control modules, programming, device interface compatibility etc.) to tie into the existing Siemens system via dedicated (dry) telephone line.

- **Sprinkler System:** Design a sprinkler system to comply with the National Fire Protection Association (NFPA-13) Standard, latest edition adapted by Montgomery County, and with *Montgomery County Manual for Planning, Design, and Construction Of Sustainable Buildings*.
- **Sign Standards:** All signage must be provided in accordance with the *DGS Manual of Exterior Sign Standards for County Facilities* and the to-be-published *Interior Signage Standards for County Facilities*.

DETAILED ROOM REQUIREMENTS

SPACE NUMBER	P-1
SPACE NAME:	Public Lobby
SPACE SIZE:	500 SF
DESCRIPTION:	An attractive, well-lit, clearly signed area on a perimeter wall to accommodate the public while waiting for appointments with officers. This room will also serve as an accessory space to the Public Meeting Room.
PARTITIONS:	Provide slab-to-slab masonry partitions.
WALL FINISHES:	Provide scrubbable paint.
DOORS/HARDWARE:	Provide 2 sets of automatic heavy duty glass and aluminum sliding entrance doors, minimum 6'-0" wide, with breakout panels, in vestibule configuration at main and secondary entrances. Doors must be card reader accessible and able to be locked.
FLOORING:	Provide porcelain tile.
CEILING:	Provide upgraded ceiling system, minimum of 11' - 0" above the finished floor.
HVAC:	Provide building standard HVAC, with additional glazing and solar gain taken into consideration. Ducts crossing the secure perimeter should be provided with grilles or bars to prevent intrusion.
LIGHTING:	Provide bright ambient levels, with directional light sources to light displays.
PLUMBING:	Provide electric water cooler and cold water connection.
ELECTRICAL/PHONE/DATA:	Provide electrical as needed for the equipment and function for the room. Provide four quad (dual data and split voice jack) outlets installed next to an electrical outlet on all four walls for flexible furniture layout. Provide electrical outlets on all four walls. Provide voice and data wiring. Provide wireless access devices and cable TV connection.
SECURITY:	Provide security cameras for full coverage of room and card reader access.
FURNISHINGS/EQUIPMENT:	Provide literature kiosks for departmental brochures, wall display cases and blocking for wall-mounted television. Durable seating for 8 to 10 people, trash receptacles, television and two vending machines to be provided by owner.

SPACE NUMBER:	P-2
SPACE NAME:	Victim Witness/Community Resources Office
SPACE SIZE:	80 SF
DESCRIPTION:	An office is required for staff to use as they interact with the public. Staff in this location will provide direct service to citizens in need of assistance.
PARTITIONS:	Provide masonry separation due to lobby adjacency.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel with lockset.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls for flexible furniture layout. Provide electrical outlets on all four walls. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	. Desk, desk chair, visitor chair and lateral file cabinet to be provided by owner.

SPACE NUMBER:	P-3
SPACE NAME:	Victim/Witness Interview Room
SPACE SIZE:	85 SF
DESCRIPTION:	Private room for interview of crime victims and witnesses are required.
PARTITIONS:	Provide slab-to-slab masonry partitions or drywall assembly with a minimum STC of 55.
WALL FINISHES:	Provide scrubbable paint.
DOOR/HARDWARE:	Provide wood door with closer.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system
HVAC:	Provide building standard HVAC, zoned separately as other part-time use spaces.
LIGHTING:	Provide fluorescent lay-in type fixtures..
ELECTRICAL/PHONE/DATA:	Provide a duplex (data and split voice jack) outlet installed next to an electrical outlet. Provide electrical outlets on all four walls. Provide voice and data wiring.
SECURITY:	Provide card reader access and panic button or “10-50” button tied to building-wide alarm.
FURNISHINGS/EQUIPMENT:	Table and two chairs to be provided by owner.

SPACE NUMBER:	P-4
SPACE NAME:	Fingerprinting Alcove
SPACE SIZE:	40 SF
DESCRIPTION:	An area for public, non-offender fingerprinting is required. Access to this area should be from both secure and non-secure areas. A view window should be included for monitoring from secure areas.
PARTITIONS:	Provide slab-to-slab masonry partitions due to lobby adjacency.
WALL FINISHES:	Provide scrubbable paint.
DOOR/HARDWARE:	Provide wood door with vision panel and closer.
FLOORING:	Provide resilient flooring.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC, zoned separately as other part-time use spaces.
LIGHTING/ELECTRICAL:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide electrical outlets on all walls. Provide a duplex (data and split voice jack) outlet next to an electrical outlet. Provide voice and data wiring.
PLUMBING:	Provide handwashing sink and hot and cold water connection.
SECURITY:	Provide panic button or "10-50" button, tied to building-wide alarm and card reader access.
FURNISHINGS/EQUIPMENT:	Provide a solid surface countertop at 42" high, and 36" high for handicap use, wall and base cabinets and paper towel dispenser.

SPACE NUMBER:	P-5
SPACE NAME:	Public Meeting Room
SPACE SIZE:	650 SF
DESCRIPTION:	Provides an open meeting area on a perimeter wall for 30 - 40 people to gather for meetings and Police out-reach functions. Space should include a storage closet with double doors large enough to hold easels and supplies.
PARTITIONS:	Provide masonry separation due to lobby adjacency.
WALL FINISHES:	Provide building standard using acoustical materials.
DOORS/HARDWARE:	Provide wood door(s).
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
CEILING HEIGHT:	Ceiling height to be 10'-0" minimum.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures, and incandescent lighting dimmable to 100 percent.
ELECTRICAL/PHONE/DATA:	Provide electrical as needed for the equipment and function of the room. Provide electrical outlets on all walls. Provide duplex (data and split voice jack) outlet next to electrical outlets. Provide voice and data wiring. Provide cable TV connection, VGA cable connection to podium area, audio loop per ADA requirements, and ceiling mounted local sound system speakers.
FURNISHINGS/EQUIPMENT:	Provide solid surface countertop for coffee service with base cabinets for supplies. Provide recessed electric projection screen, "white boards", ceiling mounted projector and blocking for wall-mounted television. Chairs and tables for up to 30, speaker's lectern, computer workstation/display and television to be provided by owner.

SPACE NUMBER:	P-6
SPACE NAME:	Men's Public Toilet
SPACE SIZE:	80 SF
DESCRIPTION:	Public handicap accessible toilets are required for use by visitors to the Lobby, and Public Meeting Room.
PARTITIONS:	Provide slab-to-slab masonry partitions due to lobby adjacency.
WALL FINISHES:	Provide full height ceramic tile.
DOORS/HARDWARE:	Provide wood door with privacy lock.
FLOORING:	Provide porcelain tile floor, of no more than 6" square size. Slope concrete slab to centrally located floor drain.
CEILING:	Provide drywall ceiling.
HVAC:	Provide a ceiling-mounted exhaust fan and associated duct work.
LIGHTING:	Provide fluorescent lighting fixtures controlled by separate wall switch.
ELECTRICAL/PHONE/DATA:	Provide ground fault interrupt (GFI) type outlets at plumbing areas.
PLUMBING:	Provide water supply, waste and vent lines for flush valve water closet. Provide hot and cold water supply, waste and vent lines for lavatory. Provide centrally located floor drain. Provide porcelain toilet and undermount sink.
TOILET ACCESSORIES:	Provide standard toilet room accessories that comply with ADA and UFAS requirements in toilet rooms and are suitable for high traffic public use. Accessories should include at a minimum: wall-mounted grab bars, mirror, roll paper dispenser, autosensor paper towel dispenser, air dryer, waste receptacle, counter-mounted autosensor liquid soap dispenser, seat cover dispenser, solid surface countertop, and baby-changing wall unit, which folds into flat case when not in use.

SPACE NUMBER:	P-7
SPACE NAME:	Women's Public Toilet
SPACE SIZE:	80 SF
DESCRIPTION:	Public handicap accessible toilets are required for use by visitors to the Lobby, and Public Meeting Room.
PARTITIONS:	Provide slab-to-slab masonry partitions due to lobby adjacency.
WALL FINISHES:	Provide full height ceramic tile.
DOORS/HARDWARE:	Provide wood door with privacy lock.
FLOORING:	Provide porcelain tile floor, of no more than 6" square size. Slope concrete slab to centrally located floor drain.
CEILING:	Provide drywall ceiling.
HVAC:	Provide a ceiling mounted exhaust fan and associated duct work.
LIGHTING:	Provide lay-in fluorescent lighting fixtures controlled by separate wall switch.
ELECTRICAL/PHONE/DATA:	Provide GFI type outlets at plumbing areas.
PLUMBING:	Provide water supply, waste and vent lines for flush valve water closet. Provide hot and cold water supply, waste and vent lines for lavatory. Provide centrally located floor drain. Provide porcelain toilet and undermount sink.
TOILET ACCESSORIES:	Provide standard toilet room accessories that comply with ADA and UFAS requirements in toilet rooms and are suitable for high traffic public use. Accessories should include a minimum of the following: wall-mounted grab bars, mirror, roll paper dispenser, autosensor paper towel dispenser, air dryer, waste receptacle counter-mounted autosensor liquid soap dispenser, seat cover dispenser, solid surface countertop, sanitary napkin disposal and baby-changing wall unit, which folds into flat case when not in use.

SPACE NUMBER:	P-8
SPACE NAME:	Reception Counter
SPACE SIZE:	80 SF
DESCRIPTION:	A reception counter to receive the public is required at the Lobby. Police Support staff positions will occupy the secure side of the bullet-resistant dividing partition.
PARTITIONS:	Provide slab-to-slab masonry partition between work area and Public Lobby, with bullet-resistant window rated BR-3 between counter height and the ceiling level. Provide storage under counter.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide steel door and frame with access card/security cameras linked to building security system.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile.
HVAC:	Provide building standard.
LIGHTING:	Provide building standard fluorescent lighting.
ELECTRICAL/PHONE/DATA:	Provide electrical outlets above and below counter and wiring for overhead security monitor. Provide two quad outlets (dual data and split voice jack) outlets installed next to electrical outlets. Provide voice and data wiring.
SECURITY:	Provide security monitor and public address/door lock control/intercom station. Provide panic button or "10-50" button, tied to building-wide alarm.
FURNISHINGS/EQUIPMENT:	Provide solid surface countertop to include two workstations with under counter storage cabinet and two talk throughs, one of which is ADA accessible. Desk chairs to be provided by owner.
OTHER:	Co-locate with Operations Area/Reception Staff Work Area (A-14).

SPACE NUMBER:	A-1
SPACE NAME:	Commander's Office
SPACE SIZE:	175 SF
DESCRIPTION:	An office is required for the ranking Captain of the station to perform management duties.
PARTITIONS:	Provide full height drywall with sound attenuation.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel and lockset.
FLOORING:	Provide upgraded carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls for flexible furniture layout. Provide electrical outlets on all four walls. Provide voice and data wiring. Provide cable TV connection..
FURNISHINGS/EQUIPMENT:	Executive desk with return, two bookcases, desk chair, two visitor chairs, two lateral file cabinets, credenza, 4'-0" round meeting table with 4 chairs, television and coat hook to be provided by owner.

SPACE NUMBER:	A-2
SPACE NAME:	Lieutenant's Office (4)
SPACE SIZE:	150 SF each
DESCRIPTION:	An office is required for Lieutenants to perform management duties.
PARTITIONS:	Provide full height drywall with sound attenuation.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel and lockset.
FLOORING:	Provide upgraded carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls for flexible furniture layout. Provide electrical outlets on all four walls. Provide voice and data wiring. Provide cable TV connection.
FURNISHINGS/EQUIPMENT:	Desk with return, bookcase, desk chair, two visitor chairs, two lateral file cabinets, credenza, television and coat hook to be provided by owner.

SPACE NUMBER:	A-3
SPACE NAME:	Crime Analyst
SPACE SIZE:	120 SF
DESCRIPTION:	An office is required for the Crime Analyst of the station to perform daily duties.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel and lockset.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL /PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls for flexible furniture layout. Provide electrical outlets on all four walls and an additional quad outlet. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Desk with return, desk chair, visitor chair, lateral file cabinet and plotter to be provided by owner.

SPACE NUMBER:	A-4
SPACE NAME:	Community Services Officer
SPACE SIZE:	80 SF
DESCRIPTION:	An office is required for the Community Services Officer to perform daily duties.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel and lockset.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls for flexible furniture layout. Provide electrical outlets on all four walls. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Desk with return, desk chair, visitor chair and lateral file cabinet to be provided by owner.

SPACE NUMBER:	A-5
SPACE NAME:	School Safety Officer/Assistant
SPACE SIZE:	140 SF
DESCRIPTION:	An office is required for the School Safety Officer and assistant to perform daily duties. Space is provided for an assistant to share the office.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel and lockset.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide four quad (dual data and split voice jack) outlets installed next to an electrical outlets. Provide electrical outlets on all four walls. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Two desks, two desk chairs and two lateral file cabinets to be provided by owner.

SPACE NUMBER:	A-6
SPACE NAME:	Police District Service Assistant (PDSA)
SPACE SIZE:	80 SF
DESCRIPTION:	An office is required for PDSA to perform duties such as ordering station supplies and supervising desk clerks.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel and lockset.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL /PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls for flexible furniture layout. Provide electrical outlets on all four walls. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Desk with return, desk chair, visitor chair and two lateral file cabinets to be provided by owner.
OTHER:	Co-locate with Operations Area (A-14)

SPACE NUMBER:	A-7
SPACE NAME:	Community Relations
SPACE SIZE:	80 SF
DESCRIPTION:	An office is required for the Community Relations Officer to perform daily duties.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel and lockset.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL /PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls for flexible furniture layout. Provide electrical outlets on all four walls. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Desk with return, desk chair, visitor chair and two lateral file cabinets to be provided by owner.

SPACE NUMBER:	A-8
SPACE NAME:	Community Policing Officer
SPACE SIZE:	80 SF
DESCRIPTION:	An office is required for the Community Policing Officer to perform daily duties.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel with lockset.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls for flexible furniture layout. Provide electrical outlets on all four walls. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Desk with return, desk chair, visitor chair and two lateral file cabinets to be provided by owner.

SPACE NUMBER:	A-9
SPACE NAME:	Gang Coordinator
SPACE SIZE:	80 SF
DESCRIPTION:	An office is required for the Gang Coordinator to perform daily duties.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel and lockset.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL /PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls for flexible furniture layout. Provide electrical outlets on all four walls. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Desk with return, desk chair, visitor chair and two lateral file cabinets to be provided by owner.

SPACE NUMBER:	A-10
SPACE NAME:	Conference Room
SPACE SIZE:	400 SF
DESCRIPTION:	A room is required for Administrative staff to hold meetings, plan assignments and schedule personnel, and conduct training and counseling sessions.
PARTITIONS:	Provide full height drywall with sound attenuation.
WALL FINISHES:	Provide building standard upgrade.
DOORS/HARDWARE:	Provide wood door with vision panel.
FLOORING:	Provide upgrade carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide multiple electrical outlets on all four walls and for specific equipment as needed. Provide four quad (dual data and split voice jack) outlets installed next to an electrical outlet. Provide voice and data wiring. Provide floor box under conference table for electrical, phone and data. Provide ceiling mounted local sound system speakers.
FURNISHINGS/EQUIPMENT:	Provide solid surface countertop for coffee service with base cabinets for supplies, recessed electrical projection screen, ceiling-mounted video projector, "white boards", tackable wall surfaces and blocking for wall-mounted television. Conference table and chairs to seat 16 to 20 people, credenza and television to be provided by owner .
OTHER:	Co-locate with Commander's Office (A-1) and Lieutenants' Offices (A-2)

SPACE NUMBER:	A-11
SPACE NAME:	Staff Galley
SPACE SIZE:	110 SF
DESCRIPTION:	Provides an area for staff officers to store and warm pre-prepared meals.
PARTITIONS:	Requirement is dependent on location.
WALL FINISHES:	Provide scrubbable paint.
DOORS/HARDWARE:	None.
FLOORING:	Provide resilient flooring.
CEILING:	Provide suspended acoustical tile system.
HVAC:	Provide a ceiling mounted exhaust fan and associated duct work.
LIGHTING:	Provide building standard fluorescent fixtures.
PLUMBING:	Provide hot and cold water for sink with disposal and water connection for refrigerator icemaker.
ELECTRICAL/PHONE/DATA:	Provide standard telephone outlet, cable television connection, GFI type outlets at plumbing areas and standard electrical duplex outlets on all walls. Provide sufficient circuitry for all appliances.
FURNISHINGS/EQUIPMENT:	Provide full-size refrigerator with built-in icemaker, microwave oven, upper cabinets, base cabinets with drawers, solid surface countertop, sink, disposal and blocking for wall-mounted television. Table, four chairs and television to be provided by owner.
OTHER:	Co-locate with Operations Area (A-14).

SPACE NUMBER: A-12

SPACE NAME: Storage Room

SPACE SIZE: 80 SF

DESCRIPTION: A room is required for the storage of police forms and office supplies.

PARTITIONS: Provide drywall partitions.

WALL FINISHES: Provide building standard.

DOORS/HARDWARE: Provide wood door with lockset.

FLOORING: Provide carpet.

CEILING: Provide building standard suspended acoustical tile system.

HVAC: Provide building standard HVAC.

LIGHTING: Provide building standard fluorescent lay-in type fixtures.

ELECTRICAL /PHONE/DATA: Provide electrical outlets on opposite walls.

SPACE NUMBER:	A-13
SPACE NAME:	Captain's Aide (OSC)
SPACE SIZE:	68 SF
DESCRIPTION:	An area is required for the reception duties and clerical activities of the Commander's secretary.
PARTITIONS:	None.
WALL FINISHES:	None.
DOORS/HARDWARE:	None.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL /PHONE/DATA:	Provide power, data and phone for systems furniture.
FURNISHINGS/EQUIPMENT:	Owner to provide systems furniture and desk chair.
OTHER:	Co-locate with Commander's Office (A-1)

SPACE NUMBER:	A-14
SPACE NAME:	Operations Area/Reception Staff Work Area
SPACE SIZE:	300 SF
DESCRIPTION:	A reception counter to receive the public is required at the Lobby (see requirements under Reception Counter P-8). Three support staff positions will occupy the secure side of the bullet-resistant dividing partition
PARTITIONS:	Provide slab-to-slab masonry separation between work area and Public Lobby (P-1), with bullet-resistant window between counter height and the ceiling level.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide steel door and frame with closer.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile. Provide porcelain toilet and undermount sink.
HVAC:	Provide building standard.
LIGHTING:	Provide building standard fluorescent lighting.
ELECTRICAL/PHONE/DATA:	Provide power, data and phone for use and function of room. Provide control area for building intercom and communication links at this area, along with a building-wide public address system and remote control to open main doors/door locks. Provide power, data and phone for systems furniture.
SECURITY:	Provide card reader access.
FURNISHINGS/EQUIPMENT:	Three systems furniture workstations and three desk chairs to be provided by owner. Other equipment including copier, additional computers, etc. to be provided by owner.
OTHER:	Co-locate with Reception Counter (P-8), Central Mail (A-15), Volunteer Work Area (A-18) and Staff Galley (A-11).

SPACE NUMBER:	A-15
SPACE NAME:	Central Mail/Photocopy
SPACE SIZE:	110 SF
DESCRIPTION:	A room is required for receiving, documenting and distributing mailings.
PARTITIONS:	Provide masonry separation due to lobby adjacency.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls for flexible furniture layout. Provide electrical outlets on all four walls. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Provide a minimum of 44 mail box "cubbies" for officer mail distribution, solid surface countertop with base cabinets, and storage shelving. Photocopier to be provided by owner.

SPACE NUMBER: A-16
SPACE NAME: Storage
SPACE SIZE: 80 SF
DESCRIPTION: A room is required for the general storage of office materials
PARTITIONS: Provide drywall partitions.
WALL FINISHES: Provide building standard.
DOORS/HARDWARE: Provide wood door with lockset.
FLOORING: Provide resilient flooring.
CEILING: Provide building standard suspended acoustical tile system.
HVAC: Provide building standard HVAC.
LIGHTING: Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA: Provide electrical outlets on opposite walls.
FURNISHINGS/EQUIPMENT: Provide 8-foot high metal shelving, 24" deep.

SPACE NUMBER:	A-17
SPACE NAME:	File Room
SPACE SIZE:	150 SF
DESCRIPTION:	A room is required for the storage of police reports and administrative and supervisory files, as well as the storage of office supplies.
PARTITIONS:	Provide slab-to-slab drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with lockset.
FLOORING:	Provide resilient flooring.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide electrical outlets on opposite walls.
OTHER:	Co-locate with Captain's Aide (A-13)

SPACENUMBER:	A-18
SPACE NAME:	Volunteer's Work Area
SPACE SIZE:	80 SF
DESCRIPTION:	An area is required for community volunteers to perform auxiliary police duties.
PARTITIONS:	None.
WALL FINISHES:	None.
DOORS/HARDWARE:	None.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide power, voice and data for systems furniture. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Two workstations and two desk chairs to be provided by owner.
OTHER:	Co-locate within Operations Work Area (A-14).

SPACE NUMBER:	PA-1
SPACE NAME:	Sgt./Corporal's Offices (12 plus 1 Detective/Investigative Sgt., Traffic Sgt. and S.A.T. Sgt.) Total 15 Offices
SPACE SIZE:	140 SF (Each)
DESCRIPTION:	An office is required for Sergeants and/or Corporals to complete administrative paperwork, plan assignments and schedule personnel, and conduct training and counseling sessions.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel and lockset.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls for flexible furniture layout. Provide electrical outlets on all four walls. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Two desks, two desk chairs and three lateral file cabinets to be provided by owner.
OTHER:	Co-locate Traffic Sergeant's Office with Traffic Officer's Work Area (PA-4) and Storage Room (PA-5). Co-locate Detective/Investigative Sergeant's Office with Detectives/Investigative Services Office (PA-6). Co-locate S.A.T Sergeant's Office with S.A.T. Office (PA-2).

SPACE NUMBER:	PA-2
SPACE NAME:	S.A.T. Office
SPACE SIZE:	600 SF
DESCRIPTION:	An office is required for special assignment team personnel to complete administrative paperwork, plan assignments and schedule personnel, and conduct training and counseling sessions.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel and closer.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide power, voice and data connections for systems furniture. Provide electrical outlets on all four walls. Provide voice and data wiring.
SECURITY:	Provide card reader access.
FURNISHINGS/EQUIPMENT:	Eight systems furniture workstations and eight desk chairs to be provided by owner.

SPACE NUMBER:	PA-3
SPACE NAME:	Storage Room
SPACE SIZE:	225 SF
DESCRIPTION:	A room is required for the storage of materials used by S.A.T. officers.
PARTITIONS:	Provide drywall partitions
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL /PHONE/DATA:	Provide electrical outlets on all walls.
OTHER:	Co-locate with S.A.T. Office (PA-2) to create a suite.

SPACE NUMBER:	PA-4
SPACE NAME:	Traffic Officer's Work Area
SPACESIZE:	280 SF
DESCRIPTION:	An office is required for Traffic Officers to complete administrative paperwork, plan assignments and schedule personnel, and conduct training and counseling sessions.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel with closer.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL /PHONE/DATA:	Provide electrical, phone and data for systems furniture.
SECURITY:	Provide card reader access.
FURNISHINGS/EQUIPMENT:	Four systems furniture workstations, four desk chairs and three lateral files to be provided by owner.

SPACE NUMBER:	PA-5
SPACE NAME:	Storage Room
SPACE SIZE:	80 SF
DESCRIPTION:	A room is required for the storage of materials used by Traffic Police.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL /PHONE/DATA:	Provide electrical outlets on all walls.
FURNISHINGS/EQUIPMENT:	Ten lateral files to be provided by owner.
OTHER:	Co-locate with Traffic Officer's Work Area (PA-4) to create an office suite.

SPACE NUMBER:	PA-6
SPACE NAME:	Detectives/Investigative Services Office
SPACE SIZE:	1,500 SF
DESCRIPTION:	An area is required for 8 detectives to complete administrative paperwork, plan assignments and schedule personnel, and conduct training and counseling sessions.
PARTITIONS:	Provide full height drywall with sound attenuation.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door with vision panel.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide electrical, phone and data for systems furniture.
FURNISHINGS/EQUIPMENT:	Eight systems furniture workstations and eight desk chairs to be provided by owner.

SPACE NUMBER:	PA-7
SPACE NAME:	Detective's Secretary OSC
SPACE SIZE:	64 SF
DESCRIPTION:	An area is required for the reception duties and clerical activities of the Detective's Secretary.
PARTITIONS:	None. This is an open area.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	None.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide electrical, data and phone for systems furniture.
FURNISHINGS/EQUIPMENT:	Systems furniture workstation and desk chair to be provided by owner.
OTHER:	Co-locate within Detectives/Investigative Services Office (PA-6).

SPACE NUMBER:	PA-8
SPACE NAME:	Roll Call Room Meeting Room
SPACE SIZE:	800 SF
DESCRIPTION:	A room is required for officers to conduct pre-deployment briefings and training sessions. Shift roll call will involve 25 to 30 officers, twice daily. Weekly over-lap sessions will accommodate up to 60 officers at a time.
PARTITIONS:	Provide full height drywall with sound attenuation.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door(s) with vision panel.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures and incandescent lighting dimmable to 100 percent.
ELECTRICAL/PHONE/DATA:	Provide multiple electrical connections for Police radio chargers, electrical as needed for the equipment and function of the room and electrical outlets on walls. Provide cable TV connection, closed circuit television signal, VGA cable connection to podium area, audio loop per ADA requirements and ceiling mounted local sound system speakers. Provide duplex (data and split voice jack) outlet next to electrical outlets. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Provide solid surface countertop for computer workstation and radio charging with base and wall cabinets at one end of the room. Provide recessed electric projection screen, "white boards", bulletin boards, tack boards, ceiling mounted projector, blocking for two wall-mounted televisions and open shelving for officers' gear. Two televisions, counter-mounted radio chargers, 30 armless chairs, 15 two person tables, speaker's lectern/desk and computer workstation to be provided by owner.
OTHER:	Co-locate with Sergeant/Corporal's Offices (PA-1)

SPACE NUMBER:	PA-9
SPACE NAME:	Police Officer Work Area
SPACE SIZE:	375 SF
DESCRIPTION:	An area is required for two shifts of beat patrol officers to complete administrative paperwork and investigative reports. Workstations will be shared by shifts, and the area should reflect a flexible approach to space usage. Special Assignment Teams (SAT) will use this area's resources when deployed at the station.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide wood door(s) with vision panel.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide ten duplex (data and split voice jack) outlets and electrical outlets above countertops. Provide duplex voice and data outlets and electrical outlets on all walls. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Provide solid surface counter top arranged along perimeter of room for use as work surface for up to 10 officers at once. Five carrels and ten desk chairs to be provided by owner.

SPACE NUMBER:	PA- 10
SPACE NAME:	Weapons Cleaning Room
SPACE SIZE:	100 SF
DESCRIPTION:	Provides closed area for officers to use for cleaning and maintaining service weapons.
PARTITIONS	Provide grouted masonry partitions in the event of accidental discharge.
WALL FINISHES:	Provide sound absorptive materials on walls.
DOORS/HARDWARE:	Provide solid metal door and frame with closer.
FLOORING:	Provide sealed concrete.
CEILING:	Provided suspended acoustical tile system.
HVAC:	Provide exhaust fan. Room must be separately vented due to chemical use. Room should have standard heat and air conditioning.
LIGHTING:	Provide building standard lighting.
ELECTRICAL/DATA/PHONE:	Provide GFI receptacle mounted to suit air compressor. Provide two duplex receptacles.
PLUMBING:	Provide mop sink with hot and cold water.
FURNISHINGS/EQUIPMENT:	Provide barrel filled with sand, air compressor, work-height bench, locking two-door cabinet and eye wash station.
OTHER:	Provide sound attenuation for all walls, cavities and above ceiling.

SPACE NUMBER:	PA-11
SPACE NAME:	Uniform Storage Room/Laundry Room
SPACE SIZE:	100 SF
DESCRIPTION:	Provides storage for dry-cleaned police uniforms for 100 officers.
WALL FINISHES:	Provide drywall partitions with heavy rack system support.
DOORS/HARDWARE:	Provide wood door with closer.
FLOORING:	Provide resilient flooring.
CEILING:	Provide suspended acoustical tile system.
HVAC:	Provide building standard.
LIGHTING:	Provide building standard.
ELECTRICAL/PHONE/DATA:	Provide duplex receptacles on all walls.
FURNISHINGS/EQUIPMENT:	Provide heavy duty hanging rods installing one above and one below. Table and bins to be provided by owner.
OTHER:	Provide arrangement in a linear fashion with hanging rods and shelf above along both sides, with an entrance at each end. One entrance should be from within the secured patrol area within the station, and the opposite entry from the exterior, accessible by cleaning vendor.

SPACE NUMBER:	PA-12
SPACE NAME:	Galley
SPACE SIZE:	110 SF
DESCRIPTION:	Provides an area for staff to store and warm pre-prepared meals.
PARTITIONS:	Requirement is dependent on location.
WALL FINISHES:	Provide scrubbable paint.
DOORS/HARDWARE:	None.
FLOORING:	Provide resilient flooring.
CEILING:	Provide suspended acoustical tile system.
HVAC:	Provide a ceiling mounted exhaust fan and associated duct work.
LIGHTING:	Provide building standard fluorescent fixtures.
PLUMBING:	Provide hot and cold water for sink with disposal and water connection for refrigerator icemaker.
ELECTRICAL/PHONE/DATA:	Provide standard telephone outlet, cable TV connection, GFI type outlets at plumbing areas and standard electrical duplex outlets on all walls. Provide sufficient circuitry for all appliances.
FURNISHINGS/EQUIPMENT:	Provide full-size refrigerator with built-in icemaker, microwave, upper cabinets, base cabinets with drawers, solid surface countertop, sink and disposal. Table, four chairs, television and two vending machines to be provided by owner.

SPACE NUMBER:	PA-13
SPACE NAME:	Evidence Processing
SPACE SIZE:	140 SF
DESCRIPTION:	A secure room is required for the processing of evidence materials, pending transport to main evidence storage. The standards for evidence rooms established by Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) shall be maintained.
PARTITIONS:	Provide slab-to-slab masonry partition.
WALL FINISHES:	Provide building standard paint.
DOORS/HARDWARE:	Provide hollow metal door and frame with closer.
FLOORING:	Provide non-slip porcelain tile or concrete.
CEILING:	Provide building standard suspended acoustical tile.
HVAC:	Provide additional humidity control for narcotics drop.
LIGHTING:	Provide building standard fixtures.
ELECTRICAL/PHONE/DATA:	Provide electrical as needed for the equipment and function for the room with a minimum of one outlet on each wall. Provide two quad outlets (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls.
FURNISHINGS/EQUIPMENT:	Provide pass through evidence lockers of varying sizes, base and wall cabinets with a solid surface countertop with sufficient space for a wrapping and heat-sealing station, computer terminal and printer and bar-code label system with inventory control computer. This equipment to be provided by owner.
OTHER:	Co-locate with Evidence Storage (PA-14) and Police District Service Assistant (A-6).

SPACE NUMBER:	PA-14
SPACE NAME:	Evidence Storage
SPACE SIZE:	450 SF
DESCRIPTION:	A secure room is required for temporary storage of evidence materials pending transport to main evidence storage. The standards for evidence rooms established by CALEA shall be maintained. Evidence will be held at station for a limited duration before being transported to Central Evidence Facility.
PARTITIONS:	Provide slab-to-slab masonry partition with two-hour separation.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide two hollow metal doors and frames with closers.
FLOORING:	Provide non-slip porcelain tile.
CEILING:	Provide building standard suspended acoustical tile.
HVAC:	Provide additional humidity control for narcotics drop and additional air changes for increased ventilation.
LIGHTING:	Provide building standard fixtures.
ELECTRICAL/PHONE/DATA:	Provide telephone and computer data lines.
SECURITY:	Provide security alarm, motion detection and closed circuit television camera connection to Operations Area (A-14). Provide card reader access to both the door into Evidence Storage from corridor and from Evidence Storage into Evidence Processing (PA-13).
FURNISHINGS/EQUIPMENT:	Provide "accordion style" high density, motor operated storage shelving. Provide multiple size, ventilated evidence lockers including some two-way lockers, into which evidence may be dropped after hours to be logged and stored by technical staff the following morning. Provide cash drop, separately vented narcotics drop and door to evidence processing. Provide a refrigerator for perishable evidence storage. Bar-code label system with inventory control computer linked to central processing unit to be provided by owner.
OTHER:	Co-locate with Evidence Processing (PA-13).

SPACE NUMBER:	PA-15
SPACE NAME:	Suspect Interrogation (4)
SPACE SIZE:	80 SF each
DESCRIPTION:	A secure room is required to question prisoners or suspects pending processing. All must be linked to audio-visual monitoring software and recording equipment which will be provided by owner.
PARTITIONS:	Provide slab-to-slab partitions of concrete masonry units with steel reinforcement.
WALL FINISHES:	Provide detention painted concrete masonry unit walls.
DOORS/HARDWARE:	Provide hollow metal door and frame with wired vision light.
FLOORING:	Provide sealed concrete floor, sloped to floor drain.
CEILING:	Provide detention grade ceiling assembly with appropriate access panels.
HVAC:	Provide standard building HVAC. Ducts crossing the secure perimeter should be provided with grilles or bars to prevent intrusion. HVAC grilles to be detention type.
LIGHTING:	Provide detention type, tamper-proof lighting fixtures.
ELECTRICAL/PHONE/DATA:	Allow no exposed electrical receptacles in this room. Provide "ring and string" for owner-provided evidentiary recording equipment from room to Audio-Visual Monitoring (PA-16).
SECURITY:	Provide card reader on both sides of door. Provide hidden camera and microphone, as well as panic button or "10-50" button, tied to building-wide alarm.
PLUMBING:	Centrally located floor drain.
FURNISHINGS/EQUIPMENT:	Provide lockable gun storage locker outside of room in corridor for service weapons during interviews, detention table and durable seating with handcuff rings to be secured to floor.
OTHER:	Exposed bolts are to be detention type, tamper- proof materials.

SPACE NUMBER:	PA-16
SPACE NAME:	Audio-Visual Monitoring
SPACE SIZE:	80 SF
DESCRIPTION:	A secure room is required to observe prisoners or suspects during interrogation pending or during processing.
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide hollow metal door and frame with closer.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide standard building HVAC.
LIGHTING	Provide dimmable room lighting.
ELECTRICAL/PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls. Provide electrical outlets on all four walls. Provide voice and data wiring. Provide electrical, data and phone as needed for evidentiary recording equipment.
SECURITY:	Provide card reader access.
FURNISHINGS/EQUIPMENT:	Provide solid surface countertop work surface for monitoring equipment. Desk chair to be provided by owner.

SPACE NUMBER:	PA-17
SPACE NAME:	Victim/Witness Waiting
SPACE SIZE:	120 SF
DESCRIPTION:	Private waiting rooms for crime victims and witnesses are required. These rooms could be in the unsecured public portion of the facility, but may provide additional flexibility as multipurpose rooms within the secured staff area.
PARTITIONS:	Provide slab-to-slab masonry partitions. At the current time, no prisoner interrogations are foreseen at this facility, however full height walls would facilitate an easy transition for that capability at a later date.
WALL FINISHES:	Provide scrubbable paint.
DOOR/HARDWARE:	Provide wood door with vision panel.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC, zoned separately as other part-time use spaces.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls. Provide electrical outlets on all four walls. Provide voice and data wiring.
FURNISHINGS/EQUIPMENT:	Three armchairs and coffee table to be provided by owner.
OTHER:	Co-locate with Victim/Witness Interview (PA-19) and Detective Services Office (PA-6). This space cannot be located near Suspect Interrogation (PA-15).

SPACE NUMBER:	PA-18
SPACE NAME:	Secure Interview Rooms 1 and 2
SPACE SIZE:	80 SF each
DESCRIPTION:	Private rooms for interview of suspects, arrestees, crime victims and witnesses are required.
PARTITIONS:	Provide slab-to-slab masonry partitions or soundproof drywall assembly.
WALL FINISHES:	Provide scrubbable paint.
DOOR/HARDWARE:	Provide wood door with closer.
FLOORING:	Provide carpet.
CEILING:	Provide building standard suspended acoustical tile system.
HVAC:	Provide building standard HVAC, zoned separately as other part-time use spaces.
LIGHTING:	Provide building standard fluorescent lay-in type fixtures.
ELECTRICAL/PHONE/DATA:	Provide two duplex (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls. Provide electrical outlets on all four walls. Provide voice and data wiring. Provide "ring and string" for owner-provided evidentiary recording equipment from room to Audio-Visual Monitoring (PA-16).
SECURITY:	Provide panic button or "10-50" button, tied to building-wide alarm, card reader on both sides of door and "in-use" light above door on corridor-side of door.
FURNISHINGS/EQUIPMENT:	Provide lockable gun storage locker outside of room in corridor for service weapons during interviews, detention table and durable seating with handcuff rings to be secured to floor.
OTHER:	Co-locate with Victim/Witness Waiting (PA-17) and Detectives Services Office (PA-6).

SPACE NUMBER:	PA-19
SPACE NAME:	Breathalyzer/Intoximeter Room
SPACE SIZE:	80 SF
DESCRIPTION:	A secure room is required to temporarily detain and administer intoxicimeter test to prisoners or suspects pending processing for DWI.
PARTITIONS:	Provide slab-to-slab partitions of concrete masonry units with steel reinforcement.
WALL FINISHES:	Provide detention painted concrete masonry unit walls.
DOORS/HARDWARE:	None.
FLOORING:	Provide sealed concrete floor, sloped to floor drain.
CEILING:	Provide detention grade ceiling assembly with appropriate access panels.
HVAC:	Provide standard building HVAC. Ducts crossing the secure perimeter should be provided with grilles or bars to prevent intrusion. Grilles to be detention type.
LIGHTING:	Provide detention type, tamper-proof lighting fixtures.
ELECTRICAL/PHONE/DATA:	Provide electrical as needed for the equipment and function of the room. Allow no exposed electrical receptacles in this room. Provide a duplex outlet for voice and data for connection to State of Maryland system for meter.
PLUMBING:	Provide centrally located floor drain.
SECURITY:	Provide panic button or "10-50" button, tied to building-wide alarm.
FURNISHINGS/EQUIPMENT:	Provide solid surface counter top.
OTHER:	Exposed bolts are to be detention type, tamper- proof materials.

SPACE NUMBER:	PA-20
SPACE NAME:	Prisoner Holding Cells/Rooms (4 rooms - 2 male and 2 female)
SPACE SIZE:	80 SF each
DESCRIPTION:	A secure room is required to temporarily detain prisoners or suspects pending processing for DWI. Must be separate spaces for adults - male and female.
PARTITIONS:	Provide slab-to-slab partitions of concrete masonry units with steel reinforcement.
WALL FINISHES:	Provide detention painted concrete masonry unit walls, with at least one wall to be open mesh with steel frame.
DOORS/HARDWARE:	Provide steel door with sliding view window and detention lock.
FLOORING:	Provide sealed concrete floor, sloped to floor drain.
CEILING:	Provide detention grade ceiling assembly with appropriate access panels.
HVAC:	Provide standard building HVAC. Ducts crossing the secure perimeter should be provided with grilles or bars to prevent intrusion. Grilles to be detention type.
LIGHTING:	Provide detention type, tamper-proof lighting fixtures.
ELECTRICAL:	Allow no exposed electrical receptacles in this room.
PLUMBING:	Provide centrally located floor drain.
SECURITY:	Provide panic button or "10-50" button, tied to building-alarm. Provide closed circuit television camera and microphones with recording (to operate 24 hours per day whenever cells are occupied) connected to Operations Area (A-14) Provide card reader access.
FURNISHINGS/EQUIPMENT:	Provide built-in 24-inch deep detention grade seating.
OTHER:	Exposed bolts are to be detention type, tamper- proof materials.

SPACE NUMBER:	PA-21
SPACE NAME:	Booking/Fingerprint
SPACE SIZE:	280 SF (includes processing area)
DESCRIPTION:	A secure room to temporarily detain suspects as they have their fingerprints taken and information is collected.
PARTITIONS:	Provide slab-to-slab partitions of concrete masonry units with steel reinforcement.
WALL FINISHES:	Provide detention painted concrete masonry unit walls.
DOORS/HARDWARE:	Provide steel mesh door with sliding view window and detention lock.
FLOORING:	Provide sealed concrete floor, sloped to floor drain.
CEILING:	Provide detention grade ceiling assembly with appropriate access panels.
HVAC:	Provide standard building HVAC. Ducts crossing the secure perimeter should be provided with grilles or bars to prevent intrusion. Grilles to be detention type.
LIGHTING:	Provide detention type, tamper-proof lighting fixtures.
ELECTRICAL/PHONE/DATA:	Provide electrical as needed for the equipment and function of the room. Allow no exposed electrical receptacles in this room. Provide a duplex (data and split voice jack) outlet. Provide voice and data wiring.
PLUMBING:	Provide centrally located floor drain.
SECURITY:	Provide panic button or "10-50" button, tied to building-wide alarm. Provide closed circuit television camera connected to Operations Area (A-14).
FURNISHINGS/EQUIPMENT:	Provide built-in 24-inch deep detention grade seating.
OTHER:	Exposed bolts are to be detention type, tamper- proof materials. Adjacent to Booking/Fingerprinting should be a processing area with benches for waiting.

SPACE NUMBER:	PA-22
SPACE NAME:	Prisoner Holding - Male Juvenile
SPACE SIZE:	100 SF
DESCRIPTION:	A secure room is required to temporarily detain prisoners or suspects pending transportation to Central Processing Unit. Site and sound separation must be maintained between juvenile and adult offenders.
PARTITIONS:	Provide slab-to-slab partitions of concrete masonry units with steel reinforcement.
WALL FINISHES:	Provide detention painted concrete masonry unit walls.
DOORS/HARDWARE:	Provide steel door with sliding view window and detention lock.
FLOORING:	Provide sealed concrete floor, sloped to floor drain.
CEILING:	Provide detention grade ceiling assembly with appropriate access panels.
HVAC:	Provide standard building HVAC. Ducts crossing the secure perimeter should be provided with grilles or bars to prevent intrusion. Grilles to be detention type.
LIGHTING:	Provide detention type, tamper-proof lighting fixtures.
ELECTRICAL/PHONE/DATA:	Allow no exposed electrical receptacles in this room.
PLUMBING:	Provide centrally located floor drain.
SECURITY:	Provide panic button or "10-50" button, tied to building-wide alarm. Provide closed circuit television camera and audio connection to Operations Area (A-14).
FURNISHINGS/EQUIPMENT:	Provide built-in 24-inch deep detention grade seating.
OTHER:	Exposed bolts are to be detention type, tamper- proof materials.

SPACE NUMBER:	PA-23
SPACE NAME:	Prisoner Holding - Female Juvenile
SPACE SIZE:	100 SF
DESCRIPTION:	A secure room is required to temporarily detain prisoners or suspects pending transportation to Central Processing Unit. Site and sound separation must be maintained between juvenile and adult offenders.
PARTITIONS:	Provide slab-to-slab partitions of concrete masonry units with steel reinforcement.
WALL FINISHES:	Provide detention painted concrete masonry unit walls.
DOORS/HARDWARE:	Provide steel door with sliding view window and detention lock.
FLOORING:	Provide sealed concrete floor, sloped to floor drain.
CEILING:	Provide detention grade ceiling assembly with appropriate access panels.
HVAC:	Provide standard building HVAC. Ducts crossing the secure perimeter should be provided with grilles or bars to prevent intrusion. Grilles to be detention type.
LIGHTING:	Provide detention type, tamper-proof lighting fixtures.
ELECTRICAL/PHONE/DATA:	Allow no exposed electrical receptacles in this room.
PLUMBING:	Centrally located floor drain.
SECURITY:	Provide panic button or "10-50" button, tied to building-wide alarm. Provide closed circuit TV camera and audio connection to Operations Area (A-14).
FURNISHINGS/EQUIPMENT:	Provide built-in 24-inch deep detention grade seating.
OTHER:	Exposed bolts are to be detention type, tamper- proof materials.

SPACE NUMBER:	PA-24
SPACE NAME:	Men's Staff Toilet
SPACE SIZE:	80 SF
DESCRIPTION:	A separate toilet in the secured area is required for officer and staff use.
PARTITIONS:	Provide slab-to-slab partitions.
WALL FINISHES:	Provide ceramic tile wainscoting.
DOORS/HARDWARE:	Provide solid core wood or steel door with sound attenuating core, with closers. Provide door pulls, and push and kick plates, all with durable finish.
FLOORING:	Provide porcelain tile floor, of no more than 6" square size. Slope concrete slab to centrally located floor drain.
CEILING:	Provide drywall ceiling.
HVAC:	Provide a ceiling-mounted exhaust fan and associated ductwork. The exhaust fan should be connected to lighting switch, and vented directly to building exterior.
LIGHTING:	Provide lay-in fluorescent lighting fixtures controlled by separate wall switch.
ELECTRICAL/PHONE/DATA:	Provide GFI type outlets at plumbing areas.
PLUMBING:	Provide water supply, waste and vent lines for flush valve water closet. Provide hot and cold water supply, waste and vent lines for lavatory. Provide porcelain toilet and undermount sink.
TOILET ACCESSORIES	Provide standard toilet room accessories that comply with ADA requirements in toilet rooms and are suitable for high use. Accessories should include a minimum of the following: wall-mounted grab bars, mirror, roll paper dispenser, air dryer, autosensor paper towel dispenser, waste receptacle, counter-mounted autosensor liquid soap dispenser, seat cover dispenser and solid surface countertop.

SPACE NUMBER:	PA-25
SPACE NAME:	Women's Staff Toilet
SPACE SIZE:	80 SF
DESCRIPTION:	A separate toilet in the secured area is required for officer and staff use.
PARTITIONS:	Provide slab-to-slab partitions.
WALL FINISHES:	Provide ceramic tile wainscoting.
DOORS/HARDWARE:	Provide solid core wood or steel door with sound attenuating core, with closers. Provide door pulls, and push and kick plates, all with durable finish.
FLOORING:	Provide porcelain tile floor, of no more than 6" square size. Slope concrete slab to centrally located floor drain.
CEILING:	Provide drywall ceiling.
HVAC:	Provide a ceiling-mounted exhaust fan and associated ductwork. The exhaust fan should be connected to lighting switch, and vented directly to building exterior.
LIGHTING:	Provide lay-in fluorescent lighting fixtures controlled by separate wall switch.
ELECTRICAL/PHONE/DATA:	Provide GFI type outlets at plumbing areas.
PLUMBING:	Provide water supply, waste and vent lines for flush valve water closet. Provide hot and cold water supply, waste and vent lines for lavatory. Provide porcelain toilet and undermount sink.
TOILET ACCESSORIES	Provide standard toilet room accessories that comply with ADA requirements in toilet rooms and are suitable for high use. Accessories should include a minimum of the following: wall-mounted grab bars, mirror, roll paper dispenser, air dryer, autosensor paper towel dispenser, waste receptacle, counter-mounted autosensor liquid soap dispenser, seat cover dispenser, solid surface countertop and sanitary napkin disposal.

SPACE NUMBER:	PA-26
SPACE NAME:	Unisex Toilet for Arrestees/Prisoners (2)
SPACE SIZE:	80 SF each
DESCRIPTION:	A separate toilet in the secured area is required for adult arrestees and for juvenile arrestees.
PARTITIONS:	Provide slab-to-slab masonry partitions.
WALL FINISHES:	Provide ceramic tile wainscoting.
DOORS/HARDWARE:	Provide solid core wood or steel door with sound attenuating core, with closers. Provide door pulls, and push and kick plates, all with durable finish.
FLOORING:	Provide ceramic tile floor, of no more than 6" square size. Slope concrete slab to centrally located floor drain.
CEILING:	Provide drywall ceiling.
HVAC:	Provide a ceiling-mounted exhaust fan with security grille and associated ductwork vented directly to building exterior.
LIGHTING:	Provide detention type, tamper-proof lighting fixtures controlled by separate wall switch.
ELECTRICAL/PHONE/DATA:	Provide GFI type outlets at plumbing areas.
PLUMBING:	Provide water supply, waste and vent lines for flush valve water closet. Provide hot and cold water supply, waste and vent lines for lavatory. Provide wall mounted stainless steel toilet and lavatory.
TOILET ACCESSORIES	Provide detention grade toilet room accessories that comply with ADA requirements for toilet rooms and are suitable for high use. Accessories should include a minimum of the following: suicide resistant grab bars, stainless mirror, roll paper dispenser, paper towel dispenser, waste receptacle and liquid soap dispenser.

SPACE NUMBER:	PA-27
SPACE NAME:	Men's Locker/Shower Room
SPACE SIZE:	Locker Area: 1,500 SF or sufficient size to accommodate the number and type of lockers specified below. Shower and Toilet Area: 320 SF or sufficient size to accommodate number of fixtures specified below.
DESCRIPTION:	Provides dressing room and shower facilities for male officers.
PARTITIONS:	Provide slab-to-slab partitions.
WALL FINISHES:	Provide paint in locker area with full height tile in shower area and toilet area.
DOORS/HARDWARE:	Provide wood door.
FLOORING:	Provide porcelain tile or resilient flooring in locker room area. Provide non-slip porcelain tile in shower area and toilet area. Slope concrete slab to centrally located floor drain.
CEILING:	Provide moisture-resistant acoustical tile.
HVAC:	Provide adequate exhaust to remove steam and odors from this area. Exhaust should be vented directly to building exterior. Provide mechanical venting for lockers.
LIGHTING:	Provide moisture-resistant fixtures.
ELECTRICAL/PHONE/DATA:	Provide GFI receptacles in wet areas. Provide convenience outlets throughout the area.
PLUMBING:	Provide centrally located floor drain and hot and cold water necessary for showers, toilets and lavatories. Provide 2 showers (1 ADA roll-in), 2 porcelain toilets (1 ADA), 2 porcelain urinals (1 ADA) and 2 undermount sinks (1 ADA).
FURNISHINGS/EQUIPMENT	Provide standard locker room, shower and toilet room accessories that comply with ADA requirements. Shower and toilet room accessories should include a minimum of the following: <ul style="list-style-type: none"> • Stationary benches in locker room area • At least 130 full-height lockers with combination locks, Envirolocker Model DSM PDL-24-86 18w x 24d x 86h. Lockers should be well ventilated, heavy-duty type with finish color baked on. • Wall-mounted grab bars • Glass mirror for each sink above counter • Wall mounted full length mirror • Roll paper dispenser • Autosensor paper towel dispenser • Waste receptacle • Counter-mounted autosensor liquid soap dispenser • Seat cover dispenser • Solid surface countertop

- Air dryer
- Curtains and rods for showers
- Soap dish in showers
- Robe hooks
- Coat hooks mounted high and low
- Solid color plastic toilet partitions with modesty screens, with continuous piano hinges

SPACE NUMBER:	PA-28
SPACE NAME:	Women's Locker/Shower Room
SPACE SIZE:	Locker Area: 750 SF or sufficient size to accommodate the number and type of lockers specified below. Shower and Toilet Area: 225 SF or sufficient size to accommodate number of fixtures specified below.
DESCRIPTION:	Provides dressing room and shower facilities for female officers.
PARTITIONS:	Provide slab-to-slab partitions.
WALL FINISHES:	Provide paint in locker area with full height tile in shower area and toilet area.
DOORS/HARDWARE:	Provide wood door.
FLOORING:	Provide porcelain tile or resilient flooring in locker room area. Provide non-slip porcelain tile in shower area and toilet area. Slope concrete slab to centrally located floor drain.
CEILING:	Provide moisture-resistant acoustical tile.
HVAC:	Provide adequate exhaust to remove steam and odors from this area. Exhaust should be vented directly to building exterior. Provide mechanical venting for lockers.
LIGHTING:	Provide moisture-resistant fixtures.
ELECTRICAL/PHONE/DATA:	Provide GFI receptacles in wet areas. Provide convenience outlets throughout the area.
PLUMBING:	Provide centrally located floor drain and hot and cold water necessary for showers, toilets and lavatories. Provide 2 showers (1 ADA roll-in), 2 porcelain toilets (1 ADA), and 2 undermount sinks (1 ADA).
FURNISHINGS/EQUIPMENT:	Provide standard locker room, shower and toilet room accessories that comply with ADA requirements. Shower and toilet room accessories should include a minimum of the following: <ul style="list-style-type: none"> • Stationary benches in locker room area • At least 60 full-height lockers with combination locks, Envirolocker Model DSM PDL-24-86 18w x 24d x 86h. Lockers should be well ventilated, heavy-duty type with finish color baked on. • Wall-mounted grab bars • Glass mirror for each sink above counter • Wall mounted full length mirror • Roll paper dispenser • Autosensor paper towel dispenser • Waste receptacle • Counter-mounted autosensor liquid soap dispenser • Seat cover dispenser

- Sanitary napkin disposal
- Solid surface countertop
- Air dryer
- Curtains and rods for showers
- Soap dish in showers
- Robe hooks
- Coat hooks mounted high and low
- Solid color plastic toilet partitions with modesty screens, with continuous piano hinges

SPACE NUMBER:	PA-29
SPACE NAME:	Exercise Room
SPACE SIZE:	830 SF
DESCRIPTION:	Provides room for officers to exercise and workout. This space should include a closet.
PARTITIONS:	Provide full height drywall partitions with sound attenuation.
WALL FINISHES:	Provide wall mirrors, acoustically absorptive material and building standard trim paint.
DOORS/HARDWARE:	Provide two wood doors with vision panels.
FLOORING:	Provide heavy duty rubber athletic flooring over concrete slab.
CEILING:	Provide suspended acoustical tile, minimum 10'-0" above the finished floor.
HVAC:	Provide exhaust fan vent along with building HVAC to accommodate physical activity.
LIGHTING:	Provide building standard fluorescent lay-in type fixture.
ELECTRICAL/PHONE/DATA:	Provide electrical as needed for equipment and function of the room. Provide two cable television connections. Provide ceiling mounted local sound system speakers. Provide four duplex (data and split voice jack) outlets. Provide voice and data wiring.
PLUMBING:	Provide electric water cooler and cold water connection.
FURNISHINGS/EQUIPMENT:	Provide the following equipment: <ul style="list-style-type: none"> • Power Blocks adjustable dumb bell set. Example: Power Blocks 9.0 Stage II-Maximum weight goes up to 90lbs for each hand or the 9.0 Stage III-Maximum weight goes up to 130lbs for each hand. • Cybex Multi-Functional Trainer- Selectorized weight/hi-lo cable system. • Cybex Jungle Gym- Multipurpose pull-up/dip/cable system that allows the ability to perform lat pulldown and cable row exercises by multiple people at the same time. • 2 Commercial Grade Treadmills. Example: Precore TRM 885 which has at least 12 different pre-programmed workouts along with a heavy duty motor for heavy duty use. • Elliptical Machine (3) • Stationary Bicycle (3). Example: Sunny SF B901 Pro Indoor Cycling. • Recumbent Bicycle (1) • Set of Free Weights. Example: Troy VTX Premium Wide Flange 3 Hole Gray Olympic. • Set of Weight Grip Plates - 455Lb Set Plus 45lb Olympic Bar (500lb) • Electric water cooler.

Provide blocking for wall-mounted televisions. Video cabinet and two televisions to be provided by owner.

SPACE NUMBER:	BC-I
SPACE NAME:	Telephone Closet
SPACE SIZE:	100 SF min per floor
DESCRIPTION:	A room is required for the building telephone switching equipment.
PARTITIONS:	Provide partitions as required by code.
DOORS/HARDWARE:	Provide hollow metal door with lockset.
WALLS FINISHES:	Provide building standard.
FLOORING:	Provide sealed concrete.
CEILING:	Provide building standard suspended acoustical tile.
LIGHTING:	Provide building standard fluorescent lay-in type fixture.
ELECTRICAL/PHONE/DATA:	Provide electrical, data and voice as needed for the function of the room.
FURNISHINGS/EQUIPMENT:	Provide plywood surface on three walls to mount switchgear.

SPACE NUMBER:	BC-2
SPACE NAME:	Mechanical/Electrical
SPACE SIZE:	As Required
DESCRIPTION:	A room is required to house air-handling units, water heater, electric service panel, sprinkler riser, if any, fire alarm panel, etc.
PARTITIONS:	Provide partitions as required by code.
WALLS FINISHES:	Provide paint on CMU walls with required fire-rating.
DOORS/HARDWARE:	Provide hollow metal door with lockset.
FLOORING:	Provide sealed concrete.
CEILING:	None.
LIGHTING:	Provide pendant hung shop type fluorescent strips.
ELECTRICAL/PHONE/DATA:	Provide a minimum of two electrical outlets and one duplex (data and split voice jack) or as needed for the equipment and function of the room.
PLUMBING:	Provide floor drain at water heater location.

SPACE NUMBER:	BC-3
SPACE NAME:	Janitor
SPACE SIZE:	60 SF main floor (40 SF per typical floor)
DESCRIPTION:	Provides area for maintenance staff to store cleaning supplies.
PARTITIONS:	Provide partitions as required by code.
WALL FINISHES:	Provide ceramic tile.
DOORS/HARDWARE:	Provide hollow metal door with lockset.
FLOORING:	Provide porcelain tile floor. Slope concrete slab too centrally located floor drain.
CEILING:	Provide moisture resistant acoustical tile.
HVAC:	Provide building standard.
LIGHTING:	Provide building standard fluorescent lay-in type fixture.
ELECTRICAL/PHONE/DATA:	Provide GFI type outlets.
PLUMBING:	Provide floor drain and hot and cold water for mop sink.
FURNISHINGS/EQUIPMENT:	Provide mop sink, mop rack and built-in shelving.

SPACE NUMBER:	BC-4
SPACE NAME:	Recycle Room/Areas
SPACE SIZE:	175 SF (may be split among floors)
DESCRIPTION:	Areas for recycling containers including paper, glass, plastic and metals
PARTITIONS:	Provide drywall partitions.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	N/A
FLOORING:	Provide resilient flooring.
CEILING:	Provide building standard suspended acoustical tile.
HVAC:	Provide building standard.
LIGHTING:	Provide building standard fluorescent lay-in type fixture.
ELECTRICAL/PHONE/DATA:	Provide receptacles for housekeeping.

SPACE NUMBER:	BC-5a Detention
SPACE NAME:	Corridors – Detention Areas
SPACE SIZE:	6’-0” wide
DESCRIPTION:	Corridors in detention areas.
PARTITIONS:	Provide slab-to-slab partitions of concrete masonry units with steel reinforcement.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Provide hollow metal doors with vision panel of polycarbonate glazing with closers.
FLOORING:	Provide sealed concrete.
CEILING:	Provide detention grade ceiling assembly with appropriate access panels.
HVAC:	Provide building standard HVAC with detention grade grilles. Ducts crossing the secure perimeter should be provided with grilles or bars to prevent intrusion.
LIGHTING:	Provide detention type, tamper-proof lighting fixtures.
ELECTRICAL/PHONE/DATA:	Provide receptacles for housekeeping.
SECURITY:	Provide security cameras and card readers on both sides of doors in secure areas.
FURNISHINGS/EQUIPMENT:	Provide lockable gun storage locker as required for placement of service weapons while officers are within the detention area.

SPACE NUMBER:	BC-5b – Non-detention
SPACE NAME:	Corridors – Non-detention Areas
SPACE SIZE:	6'-0" wide
DESCRIPTION:	Corridors and stairs in non-detention areas.
PARTITIONS:	Provide drywall partitions. Wall type is dependent on room adjacencies.
WALL FINISHES:	Provide building standard.
DOORS/HARDWARE:	Doors dependent upon design and adjacencies.
FLOORING:	Provide carpet in corridors and coil stock rubber in stairways.
CEILING:	Provide building standard suspended acoustical tile.
HVAC:	Provide building standard.
LIGHTING:	Provide building standard fluorescent lay-in type fixture.
ELECTRICAL/PHONE/DATA:	Provide receptacles for housekeeping.
SECURITY:	Provide security cameras and card readers on both sides of doors.
FURNISHINGS/EQUIPMENT:	Provide lockable gun storage locker as required for placement of service weapons if required while officers are within the building.

SPACE NUMBER:	SA-I
SPACE NAME:	Flare Storage
SPACE SIZE:	150 SF
DESCRIPTION:	A shed is required for the storage of road flares. A minimum of 15' is required between the shed and any other structure or appropriate protection is required if designed within the main building.
PARTITIONS:	Provide partitions as required by code and to insure a secure space.
FLOORING:	Provide sealed concrete slab.
WALL FINISHES:	Provide fire code gypsum board on non-combustible framing or CMU.
DOORS/HARDWARE:	Provide double hollow metal doors with closers to allow for pallet delivery.
CEILING:	Provide fire code gypsum board on non-combustible framing or CMU.
HVAC:	Provide means to keep space well ventilated.
LIGHTING:	Provide fixtures suitable for moderate hazard locations.
ELECTRICAL/PHONE/DATA:	Provide receptacles suitable for moderate hazard locations.
SECURITY:	Provide card reader access.
FURNISHINGS/EQUIPMENT:	Provide metal storage shelving.

SPACE NUMBER:	SA-2
SPACE NAME:	Bicycle Storage Shed
SPACE SIZE:	300 SF
DESCRIPTION:	Provides storage for 15 police bicycles and space for lost/recovered bicycles.
PARTITIONS:	Provide partitions as required by code and to insure a secure space.
WALL FINISHES:	Provide weather-resistant paint.
DOORS/HARDWARE:	Provide hollow metal door and frame.
FLOORING:	Provide sealed concrete slab, non-slip finish.
CEILING:	No finished ceiling required.
HVAC:	Provide modular space heater only.
LIGHTING:	Provide building standard lighting
ELECTRICAL/DATA/PHONE:	Provide building standard electrical.
SECURITY:	Provide card reader access.
FURNISHINGS/EQUIPMENT:	Provide hanging bicycle racks to accommodate bicycles, a workbench for small repair jobs and an air compressor.

SPACE NUMBER:	SA-3
SPACE NAME:	Motorcycle Storage Shed
SPACE SIZE:	500 SF
DESCRIPTION:	Provides storage for nine Harley Davidson motorcycles.
PARTITIONS:	Provide partitions as required by code and to insure a secure space.
WALL FINISHES:	Provide weather resistant paint.
DOORS/HARDWARE:	Provide motorized roll-up door with lockset.
FLOORING:	Provide sloped, sealed concrete slab with drain, non--slip finish.
CEILING:	No ceiling required.
HVAC:	Provide modular space heater only. Provide ceiling mounted exhaust fan and associated duct work sufficient to clear room of motorcycle exhaust. The exhaust fan should be connected to lighting switch and vented directly to the building exterior.
LIGHTING:	Provide appropriate, weather-protected lighting.
ELECTRICAL/PHONE/DATA:	Provide appropriate, weather-protected outlets.
SECURITY:	Provide closed circuit television camera connection to Operations Area (A-14) and card reader access.
PLUMBING:	Provide sink with hot and cold water, centrally located floor drain.
FURNISHINGS/EQUIPMENT:	Provide 10 18x24 lockers, shelving and wall hooks for gear, and air compressor.

SPACE NUMBER:	SA-5
SPACE NAME:	Vehicle Processing and Service Area
SPACE SIZE:	750 SF
DESCRIPTION:	An area is required for “dusting down” and inspecting crime/seized vehicles and to perform periodic maintenance on patrol vehicles or perform minor repairs. It should share common space with the Motorcycle Storage Area, but be capable of being physically secured.
PARTITIONS:	Provide partitions as required by code and to insure a secure space.
FLOORING:	Provide sealed concrete slab with inspection pit.
WALLS/CEILING:	Provide painted CMU walls; open ceiling minimum 11’-0” above finished floor.
DOORS/HARDWARE:	Provide electronically controlled, alarmed vehicle roll-up door and a hollow metal man-door.
LIGHTING:	Provide shop type fluorescent strip fixtures with protective metal cover
ELECTRICAL/PHONE/DATA:	Provide two quad (dual data and split voice jack) outlets installed next to an electrical outlet on opposite walls. Provide electrical outlets on all four walls. Provide voice and data wiring.
HVAC:	Provide packaged air conditioning/heating unit.
SECURITY:	Provide security alarm connected to operations desk. Provide CCTV camera monitored at staff work area.
PLUMBING:	Provide hot and cold water for sink, floor drain with grease interceptor and hose bib.
FURNISHINGS/EQUIPMENT:	Provide air compressor, vacuum station, water hose and utility sink with drain.
OTHER:	Vehicle Processing and Service Area must be located to allow for easy tow truck access and turning movements. Locate air compressor so that there is a connection outside the secure area in order for regular patrol vehicles to access and use it.

Appendix A

#	SPACE DESCRIPTION	SPACE QUANTITY	SPACE SIZE SF	TOTAL PROGRAMMABLE SF
MAIN BUILDING				
Public Spaces				
P-1	Public Lobby	1	500	500
P-2	Victim Witness/Community Resources Office	1	80	80
P-3	Interview Rooms 1 and 2	1	85	85
P-4	Fingerprinting Alcove	1	40	40
P-5	Public Meeting Room	1	650	650
P-6	Men's Public Toilet	1	80	80
P-7	Women's Public Toilet	1	80	80
P-8	Reception Counter	1	80	80
	Subtotal Public Area			1,595
Administration				
A-1	Commander's Office	1	175	175
A-2	Lieutenant's Office	4	150	600
A-3	Crime Analyst	1	120	120
A-4	Community Services Officer	1	80	80
A-5	School Safety Office with Assistant	1	140	140
A-6	Police District Service Assistant	1	80	80
A-7	Community Relations	1	80	80
A-8	Community Policing Officer	1	80	80
A-9	Gang Coordinator	1	80	80
A-10	Conference	1	400	400
A-11	Staff Galley	1	110	110
A-12	Storage Room	1	80	80
A-13	Captain's Aide (OSC)	1	68	68
A-14	Operations Area/Reception Staff Work Area	1	300	300
A-15	Central Mail/Photocopy	1	110	110
A-16	Storage	1	80	80
A-17	File Room	1	150	150
A-18	Volunteer Work Area	1	80	80
	Subtotal Administration			2,813
Patrol Areas				
PA-1	Sgt./Corporal's Offices	15	140	2,100
PA-2	SAT Office	1	600	600
PA-3	SAT Storage Room	1	225	225
PA-4	Traffic Officer's Work Area	1	280	280
PA-5	Traffic Storage Room	1	80	80
PA-6	Detectives/Investigative Services Office	1	1,500	1,500
PA-7	Detective's Secretary (OSC)	1	64	64
PA-8	Roll Call Room/Meeting Room	1	800	800

PA-9	Police Officer Work Area	1	375	375
PA-10	Weapons Cleaning Room	1	100	100
PA-11	Uniform Storage Room/Laundry Room	1	100	100
PA-12	Galley	1	110	110
PA-13	Evidence Processing	1	140	140
PA-14	Evidence Storage	1	450	450
PA-15	Suspect Interrogation	4	80	320
PA-16	Audio-Visual Monitoring	1	80	80
PA-17	Victim/Witness Waiting	1	120	120
PA-18	Victim/Witness Interview	2	80	160
PA-19	Breathalyzer Intoximeter Room	1	80	80
PA-20	Prisoner Holding Cells	4	80	320
PA-21	Booking/Fingerprinting	1	280	280
PA-22	Prisoner Holding – Male Juvenile	1	100	100
PA-23	Prisoner Holding – Female Juvenile	1	100	100
PA-24	Men's Staff Toilet	1	80	80
PA-25	Women's Staff Toilet	1	80	80
PA-26	Unisex Toilet for Arrestees/Prisoners	2	80	160
PA-27	Men's Locker/Shower	1	1,820+	1,820+
PA-28	Women's Locker/Shower	1	975+	975+
PA-29	Exercise Room	1	830	830
	Subtotal Patrol Area			12,429+
	Storage & Ancillary Spaces			
SA-1	Flare Storage	1	150	150
SA-2	Bicycle Storage	1	300	300
SA-3	Motorcycle Storage	1	500	500
SA-4	Not Used	0	0	0
SA-5	Vehicle Processing and Service Area	1	750	750
SA-6	Enclosed Sally Port	0	0	0
	Subtotal Storage and Ancillary Spaces			1,700
	Building Common			
BC-1	Telephone Closet	As Req'd	100	100+
BC-2	Mechanical/Electrical	As Req'd	As Req'd	As Req'd
BC-3	Janitor	As Req'd	60	60+
BC-4	Recycle Room/Areas	As Req'd	175	175
BC-5	Corridors	As Req'd	As Req'd	As Req'd
	Subtotal Building Common			335+
	Total Main Building			18,872+
	Building Programmable SF to Gross SF Factor			1.8
	TOTAL BUILDING GROSS SF*			33,970+

*Total Gross SF is approximated for cost calculations only. Final Building Gross SF will vary based on final building configuration.

Appendix B

DTS IT Requirements

DTS IT Requirements

Minimum Standard for telecommunications/data/wiring closets and related infrastructure requirements

The following is a summary of the minimum standards for telecommunications and data infrastructure requirements.

- The telecommunications closet shall be a dedicated, lockable room used exclusively for data, telecommunications, security and if needed, 800MHz radio functions.
- The minimum acceptable room size for telephone, data and security shall be (10' x 10') 100 SF. For telephone, data, security and 800MHz radio the minimum is (10'x13') 130 SF. This will allow installation of supply and return vents without causing short cycling. If these rooms require additional square footage based on the additional requirements, the size shall be determined on a case-by-case basis. IT room shall include sufficient space for wall mounted blocks, racks (with a minimum of 32" clearance front and back), pathway, 30" minimum clearance in front of uninterruptible power supply and room for growth at list 20%. See Appendix "A" for typical room layout.
- The location of IT room shall be as close to the center of the building as possible. This will minimize the horizontal cable lengths. If any cable length exceeds 295 liner feet, a second IT room location shall be provided. As a general rule of thumb, a 250 foot radius from the telecom closet should be used.
- Five (5) 4-inch trade size conduits with pull string shall be run from the Main Distribution Facility (Primary IT Closet) to the property line closest to the utility easement as follow:
 1. Provide minimum of 2-4" PVC schedule 40 or Rigid Galvanized Steel conduits encased in concrete duct banks for telephone/data system.
 2. Provide minimum of 1-4" PVC schedule 40 or Rigid Galvanized Steel conduits encased in concrete duct banks for County Fiber system.
 3. Provide minimum of 1-4" PVC schedule 40 or Rigid Galvanized Steel conduits encased in concrete duct banks for Cable TV system.
 4. Provide minimum of 1-4" PVC schedule 40 or Rigid Galvanized Steel conduits encased in concrete duct banks for spare.

Notes:

- All conduit fill shall comply with ANSI/TIA/EIA-569-B
- All underground and exterior conduits routing shall be either PVC schedule 40 or Rigid Galvanized Steel.

- All interior conduits routing shall be either Rigid Galvanized Steel or EMT.
 - Minimum conduit size shall be 1”.
 - All conduits, fittings, junction and pull boxes shall comply with the NEC & shall be UL rated.
- In a multi-floor facility, where possible, telecommunications closets should be stacked on top of each other, preferably near the building core or center to minimize the maximum cable run and these should have two (2) dedicated 4-inch trade size conduit permitting cable passage between the closets. Floors shall be sleeved and stubbed up 2” minimum above finished floor.
- In a multi-floor facility, when it is not possible to stack the closets, adjoining floor closets should be interconnected by a minimum of two (2) 4-inch trade size conduit or an equivalent pathway between each as mentioned above
- Multiple closets on the same floor should be interconnected by a minimum of one 4-inch trade size conduit or equivalent pathway in each direction.
- The telecommunications closet shall support a minimum floor loading of 50lbs per square foot.
- Minimum of two dedicated 30Amp 208 volt AC single dedicated and grounded electrical outlets receptacles. If power conditioning, emergency generator and/or UPS protection are available in the facility, all telecommunications and MAN/LAN switching equipment should be sourced from this system.
- Provide a minimum of one quad isolated ground 120 volt power outlet on each wall with a minimum of two quad outlets per circuit. These circuits are to be dedicated to the telecom room and are not allowed to serve any other load.
- It is possible that amperage and receptacle type may change as site requirements become better known. Every effort will be made to insure that electrical requirements are communicated to the design team as the project matures and requirements become better known.
- Additional convenience duplex outlets shall be placed at (six feet) intervals around the perimeter (six inches) above the floor.
- All equipment outlets should be 120 volt 20 Amp duplex receptacles mounted at the base of each equipment rack.
- Overhead lighting should be appropriate for the room size.

- As a minimum, provide a No. 4/0 copper ground wire from the main IT grounding bar connected to the electrical room or grounding rod located outside the facility. The resistance of the ground wire shall be ten (10) ohms or less, measured at the grounding point. Grounding must meet NEC requirements. The IT bonding backbone shall be equal to the electrical service entrance ground.
- Provide a minimum of a #6 AWG copper ground conductor colored green or clearly marked with green tape from the main IT grounding electrode bar and power neutral should be provided to all other terminal closets and all IT equipments and conduit bonding. It should also be terminated on a copper ground bar properly installed in the room. Items to be bonded to the data/telecommunication grounding system at the mine IT distribution bus bars shall include telephone equipments, CATV equipments, equipment racks and cabinets, metallic conduit systems, service entrance protected terminals, equipment enclosures, and paging and access control systems.
- HVAC requirements to maintain temperature that is between 65 and 75 degrees Fahrenheit year round.
- The walls should be lined with ¾ - inch, 4-foot by 8-foot fire-retardant plywood attached to the wall-framing members or mechanically attached to the masonry walls. All surfaces are to be painted with fire-retardant paint. Backboards to be mounted off the surface of the wall minimum 7/8". All four walls shall be floor to deck and have a 2-hour fire rating
- Doorways should be a minimum of 36 inches wide by 6 feet, 8 inches high.

Department of Technology Services Data & Voice Cabling Requirements and Standards

Requirements:

- All cable installations and equipment provided shall conform to industry standards set forth in the Commercial Building Telecommunications Wiring Standard (**TIA/EIA 568-A**.) and the Commercial Telecommunications Pathway and Spaces (**TIA/EIA 569-A**). All fiber optic installations shall conform to the Telecommunications System Bulletin for Centralized Optical Fiber Cabling Guidelines (**TIA/EIA TSB -72**)
- All cable runs when completed, shall be tested end-to-end and certified using industry standard test equipment and practices (e.g. Microtest Penta Scanner or equivalent, and OTDR). Test results shall be provided to the Montgomery County Government's point of contact within 10 days of completion of work. All cables should be identified according to established DTS labeling schemes

as well as adherence to the Building Infrastructure Administration Standard (TIA/EIA 606).

- All telecom grounding requirements shall be properly specified on the specification section and show on the drawing plan document.
- Upon completion of the installation of the data/telecommunication grounding system and/or servicing of the existing grounding systems, the Contractor shall perform approved standard ground resistance tests with an Associate approved ground resistance test unit (i.e. stakeless clamp-on ground resistance tester, twopoint and three-point fall of potential tester), using approved procedures as noted in this specification.
- The Contractor shall demonstrate by testing that the data/telecommunication grounding system to earth resistance value is 5 Ohms or less, utilizing a “clampon” or 3 point fall of potential tester.
- The Cabling Contractor shall be BICSI (Building Industry Consulting Service International) certified.

Contractor Qualification:

- A qualified Cabling Contractor should be familiar with both fiber-optic and copper cabling systems. He should be experienced in wiring both rough-in and termination The Cable Contractor shall have a minimum of five years experience in the data/voice cabling field on projects of similar scope and size. A reference list of no less than five customers is required. The reference should include the name of the company where the work was done and a point of contact with phone number at the reference site.
- All work in conjunction with the installation shall be in accordance with good engineering practices. The installation shall be in accordance with the latest requirements of the national Electrical Code, State and local codes, ordinances and regulations of any governing body having jurisdiction.
- The Contractor shall submit to the Architect for approval, prior to the installation of any part of the system, engineering drawings of the system showing the interconnections of all equipment and cables. Specification sheets covering all component parts of the system shall be submitted along with engineering drawings. The system and equipment as shown on the engineering drawings and specification sheets shall meet all items of specifications.
- The contractor shall be a certified installer on infrastructure components being provided and show proof thereof.
- The contractor shall be an authorized reseller of the networking and infrastructure components quoted and show proof thereof.

- A Registered Communications Distribution Designer (**RCDD**) will supervise work during all phases of the installation. An RCDD shall be on-site and available to technicians and installers any time work is being performed.

Test Procedures:

Data and Voice test should be satisfactorily performed and quality control and installation standards adhered to by the Cabling Contractor-with the specified documentation provided prior to the cabling system installation project sign-off. All test, quality control, and installation standards implementation results should be delivered in machine-readable form compatible with the Windows operating system environment. Hard copy test, quality control, and installation standards implementation results should also be provided in the form generated by the test equipment or contractor produced with text file.

Provide full testing and documentation to satisfy Category 5E specifications. Test should be performed from the horizontal cable 110 field to the faceplate jack for all drop cables. Transmission performance data shall meet TIA/EIA 568-A-5 100% Category 5E or 6E cabling.

Specific Installation Instructions:

- Category 5E or 6E cables shall be used for all voice and data cabling, unless otherwise specified.
- All voice cabling will be terminated at the MDF/IDF using '110 hardware' and at the information outlet on RJ-45 Category 5E or 6E outlets.
- All data cabling will be terminated in the telecom closet on Category 5E or 6E patch panels and at the information outlet on RJ-45 Category 5E or 6E outlets.
- All cabling installed in the riser and horizontal distribution shall meet or exceed all local fire codes.

Completion Criteria:

Contractor's work shall be considered complete after the following conditions have been met:

- Cable installation is complete and all cable runs have been tested and determined to be installed according to specifications.
- Test data has been presented to Owner (DTS).
- All hardware has been installed and the system tested.

- All ceiling panels, covers, etc...removed during construction have been replaced
- All labeling specified in the Contract Documents has been completed.
- All scrap materials, boxes and other construction debris resulting from the installation have been removed from the site.
- One set of marked drawings and specifications is to be returned to the Owner (DTS) at completion of the work.
- The Owner (DTS) and project designer have inspected and accepted the installation.

Installation and Connection:

- The minimum bend radius of a cable shall never be exceeded. For high-performance UTP cable, the bend radius will not be less than eight times the outside diameter of the cable. For Category 5E cable, the cable may not be bent beyond 1.25”.
- Do not kink the cable. Kinking the cable jacket changes the shape of the core, moves the pairs and distorts cable symmetry. This type of damage can be permanent, despite efforts to work out the kinks.
- Cables should be well supported to prevent excessive hanging load and weight strain against objects. Correcting cable tension to lighten the load after it has been stressed may not reverse the damage of overloading.
- Do not over-cinch cable. Over-cinching can cause compression of the cable jacket, deforming the cable and causing the same effects as over-bending and kinking the cable. Cable ties or cords shall never be tightened to the point that strain is placed on the jacket.
- Cable bundles shall be installed carefully. Cables inside the bundle can be damaged as easily as cables on the outside. Examine bundles to ensure that their weight is not causing additional compression on the cable jackets.
- No UTP cable shall have any splices or repair of damaged insulation.
- No UTP cable shall exceed the distance of 90 meters (295 feet) from the service drop wiring closet, as stated in the **EIA/TIA 568** document regarding horizontal wiring.
- All cabling installed in the riser and horizontal distribution shall meet or exceed all local fire codes.

- The Contractor will be responsible for cleanup of all facilities and buildings related to the cabling system installation project, during and at completion. The work site and adjacent area should be left in the same condition or cleaner than when starting a shift. This shall be done on daily basis.
- The Contractor should protect building equipment, exterior and interior, in the immediate and adjacent work areas. The contractor should protect building finishes and services not affected by the modifications.
- Utilize bridle eye type cable supports for all cable runs not installed in raceway or cable tray system. “J” hooks are not permitted.
- Contractor shall provide all plywood backboards indicated to be installed for voice and data wiring. Backboards shall be ¾” void free plywood painted with two (2) coats of fire retardant paint, color to match wall finish. Size and quantity of plywood backboards shall be noted on drawings.

Labeling:

The installers should label all wires in the cabling system according to a logical and clear code. If possible, they should incorporate any existing building space designations into the code. They should place this code on the physical cabling system in three places: on both ends of each wire and somewhere in the base plate box to which the wire is connected

- Each cable run will be labeled at both ends with corresponding drop number. Labeling shall be with snap-on wire markers as manufactured by LEM.
- All cable outlets and termination panels/bays or blocks will be appropriately labeled to match the cable using the following labeling scheme:
 - Room number
 - (dash)
 - Face plate number
 - D or V (for data or voice)
 - CATV equipment and outlets
 - Conduit and cable System
 - All IT equipment enclosures including Fiber optic
 - Coupled bonding conductors
 - Paging and access control systems
 - Outlet number on the plate in sequence

- Example 150-2D3 would represent the third data outlet on the second plate in Room 150

Acceptance:

- Acceptance should begin at the completion of the cutover and could continue for a period of 5 to 10 working days prior to signing. The warranty should begin immediately upon signing of acceptance.
- Acceptance criteria should include 100 percent of all circuits installed. All circuits should pass specified performance tests and be duly documented and recorded in a project history file.

Warranty

All cabling labor is to be warranted for one (1) year and all cabling material is to be warranted for 1-year or the manufacturer's warranty, which ever is longer. All manufacturer warranties on materials are to be fully extended to the Montgomery County Government.

800MHz Base Station Antenna Installation Requirements

For purposes of mounting antennas, the contractor shall provide a W12 x 16 steel I-beam mounted horizontally that is rigidly secured to the building's roof system, with the bottom of the I-beam at least 6 inches from the roof surface. The I-beam shall be bonded to the building's grounding electrode system and the lightning protection system.

Grounding shall comply with the following:

- Motorola R56 Site Installation Standards Manual
- NFPA 70, Article 250-50; Article 250-92; Article 250-104; Article 810-21
- NFPA 780, Section 3-9; Section 3-14; Section 3-16; Section 3-17
- ANSI T1.313-1997

The length of the I-beam shall be a minimum of 5 feet but shall be longer if 3 or more antennas are to be mounted. The length of the I-beam shall be sufficient to provide at least 3 feet of separation between each two adjacent antennas.

The I-beam must support approximately 100 lbs including antenna, antenna masts, and related hardware. The antenna mast should not exceed 6 feet so the I-beam shall be located such that the antenna is clear of obstructions or rooftop equipment which might block or reflect the signals emanating from or to be received by antennas mounted to the I-beam. 4" Conduit with minimal bends, due to the rigidity of the antenna cable, shall be provided from the roof location of the antenna mounting system to the room in which the radio system will be installed. A service cap shall be provided on the roof end of the conduit to ensure moisture does not enter the conduit.

Montgomery County In-Building Radio Signal Amplification System Standard

Effective April 1, 2005, Montgomery County adopted regulations to require in-building radio signal amplification systems in certain buildings. The regulation was in form of an amendment to the 2003 International Building Code and is as follows:

SECTION 3110 IN-BUILDING SIGNAL AMPLIFICATION SYSTEM

Section 3110.1 General. The provisions of this Section shall apply to all newly constructed below-ground floors of a building, all floors in buildings greater than 25000 ft² per floor, and to all floors of buildings greater than 3 stories in height, of Type I and II construction.

Exception: The requirements of this section shall not apply to areas within an individual dwelling unit.

Section 3110.2 Where Required. Every floor area in a building or structure which cannot achieve the **required level of radio coverage as established by the Montgomery County Department of Technology Services (DTS)** shall be provided with an in-building signal amplification system which does provide the required level of coverage.

Section 3110.3 Inspection and Testing. Radio coverage and in-building signal amplification systems must be tested, and inspected by approved and qualified individuals. The results of the testing and inspection shall be certified to the code official prior to issuance of an occupancy permit.

REQUIRED LEVEL OF SIGNAL COVERAGE AS ESTABLISHED BY DTS

- Signal measurement is required to be -95dbm or stronger at a given point;
- Entire building is 95% or above covered (including all underground levels, basement, elevators, stairways, etc) at 95% of the time;
- An in-building signal amplification system is required to provide coverage at Delivered Audio Quality (DAQ) 3.4 level or above. DAQ 3.4 is defined as speech understandable without repetition. Some noise/distortion present.
- Measurements shall be performed on frequencies listed in the Montgomery County Frequency Chart A.

Note: After the implementation of 800 MHz rebanding, Chart B will be used.

Charts are located at the end of the document.

Responsibility

In-Building Coverage System

To amplify the signals inside a building or structure not meeting the above standard, an FCC type-accepted Bi- Directional Amplifier (BDA) with any of the following shall be installed in order to achieve the required radio coverage: a radiating cable system, a distributed antenna system, or a combination thereof. shall be used as needed.

Design

It is the building owner s responsibility to obtain the services of a professional consultant to evaluate and test the required level of signal coverage in the building and to design and install (if required) the in-building signal amplification system. The in-building coverage design shall consider, but is not limited to, the following criteria: FCC limits on BDA output power, power per carrier, signal-to-noise ratio, RF filtering, adjacent band interference, inter-modulation interference and distortion, uplink noise output, antenna locations, and proper cable size.

New Building Construction - System Installation

Installation will be in compliance with all state and local building codes including the standards of the FCC, NFPA, NEC, and TIA TSB -88-1-B. At a minimum, a 2 conduit/conduit sleeves will be provided vertically from the roof level to the lowest level of the structure. This conduit will provide a vertical path for cable to all levels and should pass through the BDA equipment room. At a minimum, a 20 amp AC circuit and building ground (at the BDA and outside antenna locations) is to be provided to power and ground the BDA. Two copies of complete formal BDA system reference drawings, including schematics, floor layouts with cable routing, and commissioning data, are required to document the installed BDA system. The documents will be maintained by the building management, and made available to the Fire Marshal or other competent building inspectors on request.

Rebanding Capability:

The BDA provided shall include re-tunable or replaceable filters to accommodate passband changes in support of the mandatory FCC changes within the 806-824 and 851-869 MHz bands. The use of non-adjustable and non-replaceable RF duplexer filters is prohibited.

UPS

The BDA system shall be capable of operating on a generator-backed power source or an independent uninterruptable power source (UPS) with a capacity of at least four (4) hours. The UPS shall be powered from the power circuit provided for the BDA system.

System Design and Initial Test

System design and initial testing of the BDA system shall be performed by a qualified RF Systems Engineer with at least five year experience in the design, installation, and alignment of bi-directional amplifier systems.

Acceptance Test

Using the Montgomery county control channel, each floor shall be RF signal level mapped utilizing a portable Spectrum Analyzer. Each floor shall be divided into equal grids of no more than 50 feet by 50 feet. Each grid shall meet the downlink signal level requirement as stated above. A maximum of two nonadjacent areas will be allowed to fail on the same floor. Failure of any two adjacent grids is considered a failure for the entire floor. All talk testing must pass the DAQ criterion stated above. Critical rooms, including, but not limited to, such areas as the Fire Command/Control Center, Fire Pump Room, Emergency Generator Room, stairwells with a standpipe, and other staging areas as identified by the Fire Department cannot fail coverage at all.

Five Year Test

The building owner shall perform radio coverage testing at least once every five years, to ensure that the in-building coverage system continues to meet the original acceptance test results and complies with applicable codes.

Field Testing

Police and Fire personnel shall, with notice, have the right to enter onto the property to conduct field testing to be certain the required level of coverage is present.

Performance and Maintenance Responsibilities

The building owner is responsible for continued performance and maintenance of the in-building coverage system. In addition, the building owner is responsible for having the name of a contractor who can provide telephone support within 2 hours of recognition that the BDA system is not operating correctly or on-site service within 24 hours of recognition that the BDA system is not operating correctly.

Costs

The building owner is responsible for all costs to provide the required in-building coverage system, its design, and infrastructure to support the in-building coverage system.

Additional Information:

Prior to issuance of an occupancy certificate, a registered design professional must certify that the building achieves the required level of radio coverage as established by DTS. This certificate must be presented to the Division of Building Construction Services upon request and must be presented in the form established herein.

Montgomery County Frequency Chart A (Current):

Channel No.	Base Rx	Base Tx	Channel Type
1	823.9375MHz	868.9375MHz	CONTROL CHANNEL
2	823.8875MHz	868.8875MHz	CONTROL CHANNEL
3	823.8625MHz	868.8625MHz	CONTROL CHANNEL
4	823.6875MHz	868.6875MHz	CONTROL CHANNEL
5	823.6375MHz	868.6375MHz	VOICE
6	823.6125MHz	868.6125MHz	VOICE
7	823.4375MHz	868.4375MHz	VOICE
8	823.3875MHz	868.3875MHz	VOICE
9	823.3625MHz	868.3625MHz	VOICE
10	823.2750MHz	868.2750MHz	VOICE
11	823.1625MHz	868.1625MHz	VOICE
12	823.1125MHz	868.1125MHz	VOICE
13	822.9125MHz	867.9125MHz	VOICE
14	822.8875MHz	867.8875MHz	VOICE
15	822.8375MHz	867.8375MHz	VOICE
16	821.6500MHz	866.6500MHz	VOICE
17	821.4875MHz	866.4875MHz	VOICE
18	821.3375MHz	866.3375MHz	VOICE
19	821.2750MHz	866.2750MHz	VOICE
20	821.2125MHz	866.2125MHz	VOICE

Montgomery County Frequency Chart B (Post-Rebanding):

Channel No.	Base Rx	Base Tx	Channel Type
1	808.9375MHz	853.9375MHz	CONTROL CHANNEL
2	808.8875MHz	853.8875MHz	CONTROL CHANNEL
3	808.8625MHz	853.8625MHz	CONTROL CHANNEL
4	808.6875MHz	853.6875MHz	CONTROL CHANNEL
5	808.6375MHz	853.6375MHz	VOICE
6	808.6125MHz	853.6125MHz	VOICE
7	808.4375MHz	853.4375MHz	VOICE
8	808.3875MHz	853.3875MHz	VOICE
9	808.3625MHz	853.3625MHz	VOICE
10	808.2750MHz	853.2750MHz	VOICE
11	808.1625MHz	853.1625MHz	VOICE
12	808.1125MHz	853.1125MHz	VOICE
13	807.9125MHz	852.9125MHz	VOICE
14	807.8875MHz	852.8875MHz	VOICE
15	807.8375MHz	852.8375MHz	VOICE

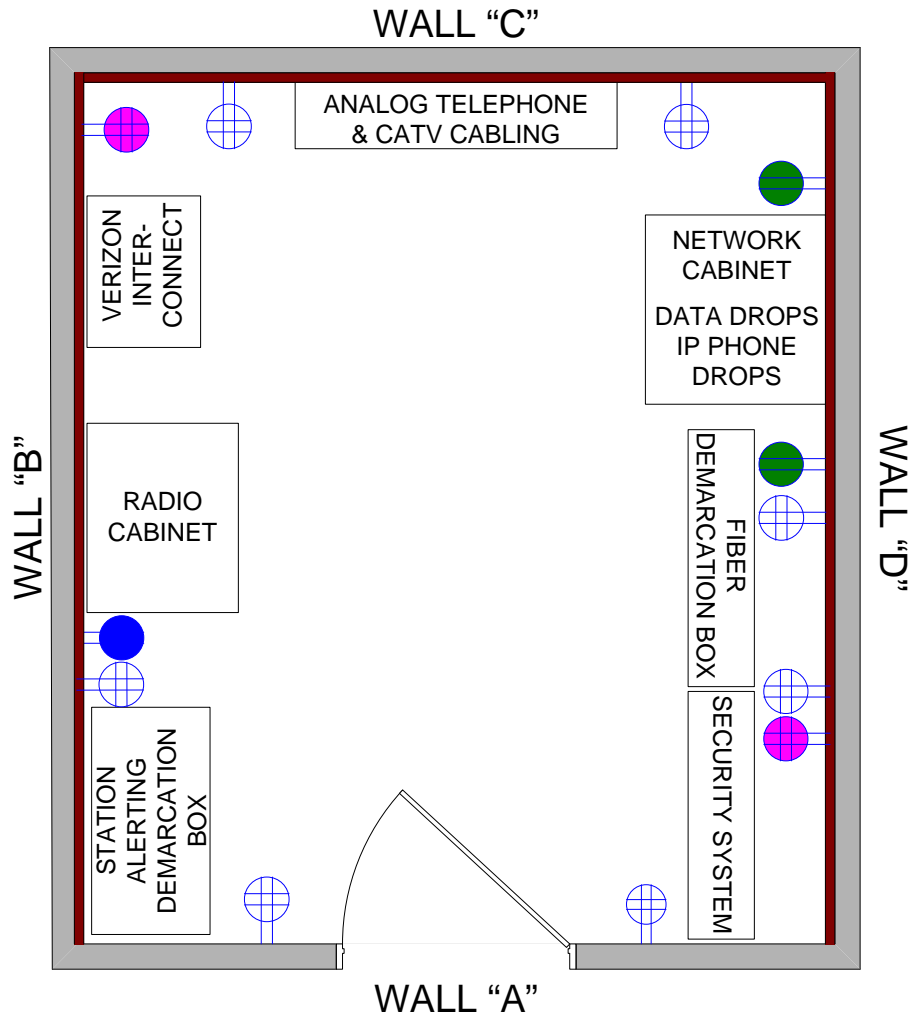
16	806.6500MHz	851.6500MHz	VOICE
17	806.4875MHz	851.4875MHz	VOICE
18	806.3375MHz	851.3375MHz	VOICE
19	806.2750MHz	851.2750MHz	VOICE
20	806.2125MHz	851.2125MHz	VOICE

NOTE: This document is subject to change in whole or in part as new standards are developed or modified

APPENDIX "A"

IT CLOSET LAYOUT

(130 SQ FT)



-  **QUAD SERVICE OUTLETS 120V-20 AMP CIRCUIT**
-  **DEDICATED 120V-20 AMP CIRCUIT**
-  **DEDICATED 120V-20 AMP CIRCUIT – MOUNTED 60" AFF**
-  **DEDICATED 120V-20 AMP CIRCUIT – QUAD OUTLET**
-  **FIRE RETARDANT PLYWOOD**

NOTE: Conduit should enter the room in the B/C quadrant either above or below the location on the Verizon Interconnect box

This revision of the DTS IT Requirements supersedes all previous editions.

Date of this Revision: 1/6/2011

Signed: _____

**E. Steven Emanuel, Director
CIO, Department of Technology**